

Minutes-Unapproved  
Ocean Charter School Board Meeting  
November 9, 2017

**Called to order by Joshua Dome, Chair and convened at 6:09pm.**

Board members present: Joshua Dome, Sue Ingles, Edward Eadon, November McIlhargey and Jason Haas.

A quorum was present.

Mark Galanty arrived at 6:39pm.

Also present were OCS Executive Director, Stephanie Edwards, OCS Director, Kristy Mack-Fett, OCS teacher, Hana El-Hasan, Ron Johnson from Red Hook and Gordon Engstrom of Excellent Education.

**Open Forum**

Joshua Dome shared his gratitude for all that our parents, teachers, staff and board members do to make our school possible.

**Site**

Ron Johnson from Red Hook distributed a funding timeline and an updated pre-construction schedule. OCS received \$17.2 million from the state on November 7, 2017. We anticipate receiving an additional \$11 million on November 30, 2017 from the Office of Public School Construction. Additionally, LAUSD is scheduled to review and possibly approve the increase to our augmentation grant funding on November 14, 2017. With all of this funding approved, our new school construction project will be fully funded for the over \$72 million project budget.

Ron also shared details about the site task force's interview process for a construction management company for our new school construction project. Out of the 5 construction management companies the task force considered, STV is the company that they felt had the most experience and would be the best fit for our particular project.

**MOTION: Joshua Dome moved to authorize the OCS Executive Director to sign the construction management contract with STV, per the site task force's recommendation.** Jason Haas seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty, November McIlhargey and Jason Haas voted in favor. Motion passed.

**MOTION: Joshua Dome moved to switch agenda item #7 with agenda item #4.** Edward Eadon seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty, November McIlhargey and Jason Haas voted in favor. Motion passed.

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**ACTION ITEM:** The board will discuss OCS's strategic plan at the December 2017 board meeting.

**Finance**

Gordon Engstrom distributed the October 2017 financial reports and check register. This report showed a total net income of \$24,000 compared to the \$15,000 total net income in the approved budget. This is due to an increase in mandate block grant funding and lower total expenses, with specific cost decreases in certificated salaries and benefits.

Gordon also reviewed the new school construction budget and accounts. With the recent distribution of state funding, we expect to be paying off the outstanding bonds on November 22, 2017. Additionally, we now have funds to pay off the Hanmi Bank line of credit that was opened to support our project budget until the state funding distribution was made. We did not need to rely heavily on the line of credit, but it will remain available to us as needed throughout the construction project.

**MOTION: Sue Ingles moved to accept the October 2017 financial statements and check register.** Edward Eadon seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty, November McIlhargey and Jason Haas voted in favor. Motion passed.

The board reviewed the draft audit. Gordon said that the audit went smoothly and that the audit team found no issues or corrections.

**MOTION: Mark Galanty moved to approve the draft audit dated November 2, 2017.** Sue Ingles seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty, November McIlhargey and Jason Haas voted in favor. Motion passed.

The board had an opportunity to further review the draft fiscal policies and procedures that were presented at the last board meeting.

**MOTION: Joshua Dome moved to approve the OCS Fiscal Policies and Procedures.** Sue Ingles seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty and November McIlhargey voted in favor. Jason Haas abstained. Motion passed.

The finance committee made a recommendation to the board to consider a 2.5% rate increase this year, retroactive to July 1, 2017 and a 2% rate increase next year for all non-OCTA faculty and staff. Stephanie Edwards and Kristy Mack-Fett, while in favor of the recommendation at the last finance committee meeting, have since expressed concerns that recent changes to the budget could affect the school's ability to extend such increases while still maintaining a balanced budget. The board

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agreed to table this discussion until a future meeting.

**MOTION: Joshua Dome moved to reappoint Katelynn Jaques, Aly Leavitt, Kristy Mack-Fett, Debbie Tripp, Nancy O'Rourke and Stephanie Edwards to the OCS Finance Committee.** Mark Galanty seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty, November McIlhargey and Jason Haas voted in favor. Motion passed.

### **Charter Renewal**

The board reviewed several elements of the draft charter renewal petition. There were a few sections where the board decided to make changes. Some of the changes discussed were around enrollment preferences and total student capacity.

**MOTION: Joshua Dome moved to approve the draft charter renewal petition elements.** Edward Eadon seconded the motion. Joshua Dome, Edward Eadon, Jason Haas, Mark Galanty and November McIlhargey voted in favor. Sue Ingles abstained. Motion passed.

**MOTION: Jason Haas moved to authorize the submission of the OCS charter renewal petition application to LAUSD for the term of July 1, 2018 through and including June 30, 2023. Jason Haas further moved to identify the following employees for the roles designated in the OCS charter renewal petition application: Lead Petitioners: Stephanie Edwards, Kristy Mack-Fett, Nancy O'Rourke: School Administrator, Kristy Mack-Fett, Executive Director, Stephanie Edwards, Onsite Financial Manager, Nancy O'Rourke.** Mark Galanty seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty, November McIlhargey and Jason Haas voted in favor. Motion passed.

### **Governance**

The Governance Committee met several times in October and November 2017 to review and recommend updates to several OCS policy documents.

**MOTION: Joshua Dome moved to approve the following OCS policy documents; Conflict of Interest Policy, Conflict of Interest Code Bridge Policy, OCS Bylaws, OCS Suicide Prevention, Intervention, and Postvention Policy, OCS Parent Handbook, and OCS Employee handbook.** Jason Haas seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty, November McIlhargey and Jason Haas voted in favor. Motion passed.

### **Director's Report**

Stephanie Edwards spoke to the board about the faculty professional development

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conducted on November 1, 2017. Several teachers presented to the full faculty on the subjects of the GATE program for gifted and talented students, support for EL learners and a workshop on watercolor painting was held.

She also informed the board that the school will be taking the next steps in the WASC accreditation process. Faculty, parents, and board members will be engaged in the process. More information will be forthcoming.

### **Approval of Minutes**

The board reviewed the draft minutes from the October 5, 2017 board meeting.

**MOTION: Mark Galanty moved to approve the minutes from the October 5, 2017 board meeting.** Edward Eadon seconded the motion. Joshua Dome, Edward Eadon, Sue Ingles, Mark Galanty and November McIlhargey voted in favor. Jason Haas abstained. Motion passed.

### **Setting of Next Agenda**

The next regular board meeting is scheduled to begin at 6:00pm on December 7, 2017.

Joshua Dome adjourned the meeting at 8:07pm.