

Minutes-Approved
Ocean Charter School Board Meeting
December 4, 2014

Called to order by Joshua Dome, Board Chair and convened at 7:03pm.

Board members present: Joshua Dome, Jill Hayashi, Sue Ingles, Jason Haas, Tim DeRoche, Wendy Teeter and Mark Galanty.

A quorum was present.

Also present were Executive Director Stephanie Edwards, Director Kristy Mack-Fett, OCS Teachers Megan Helms and D'Arcy Geanakos, Gordon Engstrom and Samira Estilai from Excellent Education.

CLOSED SESSION: Board members only – Pursuant to section 54957, Public Employee: Performance Evaluation-Position: Executive Director

The board reconvened to open session at 7:32pm.

There were no actions to report from closed session.

Open Forum

There were no speakers for open forum.

Annual Family Giving

Wendy Teeter updated the board on the 2014-15 Annual Family Giving campaign. As of December 1, 2014, \$62,000 has been pledged toward our overall goal of \$240,000. This is down considerably from where our pledge totals were at the same time last year and represents a very small percentage of enrolled families. This raises concerns that we may not reach our overall goal. It is also a concern because parent participation in annual giving is a key element for consideration in certain grant funding. The board discussed ways to encourage families who have not yet pledged to do so.

November McIlhargey arrived at 7:40pm.

In the past, each board member has made phone calls to individual parents in the school community to thank those who have already pledged and to encourage those who have not yet. The board agreed to make those calls again this year. Wendy will make sure each board member is provided with contact information so those phone calls can be made next week.

ACTION ITEM: The administrators will draft and send out a letter to the school's parent community informing them of the status of Annual Family Giving pledges and encouraging more families to pledge in any amount to increase not only the total funds pledged, but to increase overall participation.

Finance

Gordon Engstrom from Excellent Education distributed the October financial statements and check registers for August, September and October 2014. He pointed out that ADA continues to hold at a slightly higher rate than projected. There is a projected \$78,000 net income in 2014-15 compared to the projected \$2,000 net income in the board-approved budget. A finance meeting is planned for January 2015 to review and possibly recommend revisions to the 2014-15 budget.

MOTION: Mark Galanty moved to accept the August, September and October 2014 check registers. Joshua Dome seconded the motion. Joshua Dome, Sue Ingles, Jill Hayashi, Wendy Teeter, November McIlhargey, Jason Haas, Tim DeRoche and Mark Galanty voted in favor. Motion passed.

Gordon distributed the 2013-14 Auditor's Report for the board's review. There were minor changes needed in reporting the board membership and terms of service, which were noted.

MOTION: Wendy Teeter moved to approve Ocean Charter School's 2013-14 Auditor's Report, as amended. Jason Haas seconded the motion. Joshua Dome, Sue Ingles, Jill Hayashi, Wendy Teeter, November McIlhargey, Jason Haas, Tim DeRoche and Mark Galanty voted in favor. Motion passed.

Gordon and Samira explained that the first interim Financial Report is due to the state this month. Samira pointed out that the October financial statements reflected the most current information available for this report.

MOTION: Wendy Teeter moved to approve the October 2014 financial statements as the first interim Financial Report for Ocean Charter School. Mark Galanty seconded the motion. Joshua Dome, Sue Ingles, Jill Hayashi, Wendy Teeter, November McIlhargey, Jason Haas, Tim DeRoche and Mark Galanty voted in favor. Motion passed.

Jason Haas spoke about the need for the board to specifically approve the cost of living increase to the Executive Director's salary for the 2013-14 and 2014-15 school year, as already reflected in the approved budgets for each year.

MOTION: Jason Haas moved to ratify and approve the compensation paid to Ocean Charter School's Executive Director in the 2013-14 and 2014-15 school years, for the amounts reflected in the approved school budgets. Joshua Dome seconded the motion. Joshua Dome, Sue Ingles, Jill Hayashi, Wendy Teeter, November McIlhargey, Jason Haas, Tim DeRoche and Mark Galanty voted in favor. Motion passed.

Site

The site committee is working with Liz Koravos to complete the augmentation grant application. Hopefully the application will be ready for submission within a few weeks. The committee is in continued conversation with district contacts regarding the potential to build a school on the WESM or Marina Del Rey Middle School sites. They also continue to work with local contacts and real estate agents to find viable private sites to build on. Mark Galanty reported that he has spoken to lenders at First Citizen's Bank about the option for a bridge funding loan. He said that they indicated their interest in working with us on such a loan. The committee is also reaching out to Technology companies developing properties in the area about any potential partnership opportunities.

Strategic Plan

The administration presented a draft of a revised strategic plan. They indicated that they are still working with faculty on the education portions of the draft.

ACTION ITEM: The administration will bring another draft of the strategic plan to the January 2015 meeting with faculty input.

Director's Report

Executive Director Stephanie Edwards distributed and presented the OCS Director's Report. She updated the board about staffing changes that have occurred in the Mar Vista front office. She also shared information about the diversity outreach efforts being made in the local community.

Approval of Minutes

The board reviewed the minutes from the board meeting held on November 6, 2014.

MOTION: Joshua Dome moved to approve the board meeting minutes from November 6, 2014. Mark Galanty seconded the motion. Joshua Dome, Sue Ingles, Jill Hayashi, Wendy Teeter, November McIlhargey, Jason Haas, Tim DeRoche and Mark Galanty voted in favor. Motion passed.

Setting of the Next Agenda

The next regular board meeting is scheduled to begin at 7pm on January 8, 2015.

Joshua Dome adjourned the meeting at 8:54 pm.

Respectfully submitted by
Jill Hayashi, Secretary
OCS Board of Trustees