

Approved Minutes
Ocean Charter School Governance Committee Meeting
August 8, 2019

Called to order by Jason Haas, Governance Committee Chair and convened at 6:42 pm.

Committee members present: Jason Haas, Stephanie Edwards, Kristy Mack-Fett, Laura Stoland, and Edward Eadon.

Committee members absent: Sue Ingles and Debbie Tripp.

Open Forum

There were no comments at Open Forum.

Approval of Minutes

The Committee reviewed the minutes from the March 14, 2019 Governance Committee meeting.

MOTION: Laura Stoland moved to approve the minutes from the March 14, 2019 Governance Committee meeting. Stephanie Edwards seconded the motion. Jason Haas, Stephanie Edwards, Kristy Mack-Fett, Laura Stoland, Edward Eadon, and Sue Ingles voted in favor. Motion passed.

(Note: The minutes to be approved were inadvertently agendized as the April 25, 2019 minutes rather than as the March 14, 2019 minutes.)

Admin Structure

Ms. Edwards and Ms. Mack-Fett presented a chart delineating a proposed allocation of their responsibilities once OCS moves to a single facility in the 2020-2021 school year. The Committee agreed that the chart should be revised to include greater detail as to the specific responsibilities to be allocated (including an outline structure) and to assign primary responsibility for each task to one Executive Director or the other, except for a limited number of functions for which fully joint responsibility was appropriate (e.g., reporting to the Board, collective bargaining). Admin will prepare a revised chart based on this guidance and present it at a future meeting.

Action Item: Admin and/or the Committee will discuss a new document retention policy for the school at a future meeting.

WASC (Western Accreditation of Schools and Colleges) Self-Study

Administration has been working on the steps required for WASC accreditation. Edward Eadon will prepare draft responses for the sections addressed to the Board.

School Attendance Review Board ("SARB")

Ms. Edwards presented a revised draft of the OCS attendance and truancy policy incorporating comments and revisions by the School's counsel. The Committee discussed the revised policy and identified certain questions for School's counsel.

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The matter is time sensitive in order to be incorporated in the School Handbook for the 2019-2020 school year.

Action Item: Mr. Haas to either identify questions and communicate with OCS counsel or to coordinate with Dan Wierzba to ensure any policy issues were addressed.

The meeting adjourned at approximately 8:37 pm.

Respectfully submitted by
Jason Haas, Governance Committee Chair