

Minutes
Ocean Charter School Governance Committee
Meeting Oct 27, 2022

Called to order by Ed Eadon, Governance Committee Chair and convened at 5:35pm.

Present: Edward Eadon; Stephanie Edwards; Joshua Stokes; Tammy Stanton; Debbie Tripp; Sue Ingles (arrived at 5:38pm)

Absent: None. A quorum was present.

Other Attendees: Rebecca Peabody (parent)

Resolution to adopt AB 361 Certifications to allow a teleconference/Zoom meeting for the Governance Committee by finding there continues to exist a state of emergency and local officials continue to recommend measures to promote social distancing. Adoption of this resolution was moved by Ed Eadon and seconded by Debbie Tripp. Passed unanimously.

Open Forum

Nothing presented.

Review and Possible Approval of Sep 22, 2022 Draft Governance Committee Minutes.

Draft minutes had been distributed for members to review. Stephanie moved to approve these minutes and Ed seconded the motion. The minutes were approved with a majority vote, Joshua Stokes abstained.

Review and discussion of updated Title IV policy

Stephanie indicated this was an annual review that involved our lawyers, YMC and that the readahead policy highlighted. Discussion identified the need to clarify part by defining the word "recipient." Josh agreed to provide the wording. Ed moved to approve this policy with the added definition to be presented to the Board and Debbie seconded. The motion passed unanimously.

Review and discussion of possible updates to Uniform Complaint Policy, Procedures, and Forms

Stephanie indicated that YMC had made minor changes to our policy. Since there was no discussion, Ed moved to bring this to the Board and Josh seconded. Passed unanimously.

Review and discussion of possible update to Pupil Suicide and Prevention policy

This item generated discussion. Staff members present indicated that there has been a clear increase in mental health issues since the peak of Covid. It was recommended to bring our school psychologist, other counselors who serve the school and our insurance carriers into the review of the policy and to generate ideas on how best to serve the community and train our staff. No policy changes were recommended and there was not a motion to move this forward to the Board.

Discussion regarding use of Naloxone to reverse use of the drug Fentanyl

Stephanie indicated that the school was on the statewide standing order for distributing Naloxone. She said this should take about 2 weeks and the staff/faculty will receive training on its use next week.

Discussion of Cybersecurity Plan.

The staff needs to contact other charter schools to gather information on maintaining electronic records. Stephanie had provided read-ahead materials from Charter Safe, RM Best Practices, and CLA Cybersecurity. We agreed that ARC Design (OCS's IT contractor) should be working on these issues as soon as possible. Additionally, some of the common sense ideas in the RM document should be sent to all staff to raise their awareness and understanding.

Discussion of Board Continuity Reference work schedule.

Ed explored whether we might tap some of the admin to work on this project. Stephanie indicated everyone was maxed out but we could consult as we developed a design analogous to the CCSP (i.e., Angela) with embedded links to documents that will be updated, keeping the reference updated automatically. If Ed is unable to make headway or needs additional help from the staff, the project needs to be identified as a summer project for the admin team.

Discussion of annual review of OCS Bylaws and updating process.

Josh requested that this review be delayed until the next meeting he can attend. We will include it in the January meeting agenda.

Discussion on retention/archival/backup of Electronic Files.

Ed identified a CDE document on electronic school records, but on closer examination, it related only to Covid 19. Tammy noted the ransomware attack on LAUSD and suggested that Maryangee contact CharterSafe on recommended actions and investigate instituting a basic cloud storage approach to protect our records.

Meeting Adjourned at 6:40pm

Minutes prepared by Ed Eadon and edited by Stephanie Edwards