

Minutes– approved
Ocean Charter School Governance Committee Meeting
Nov. 16, 2023

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

Present: Edward Eadon; Sue Ingles; Megan Helms, Joshua Stokes, Kristy Mack-Fett

A quorum was present. All members were in attendance.

Open Forum: No remarks.

Welcome new member, Kristy & review and possible approval of Oct 19, 2023

Governance Committee meeting minutes: We welcomed Kristy as a full member of our committee, approved the Oct 19th minutes unanimously with Kristy abstaining since she was not a member at this meeting.

Discuss Governance Calendar to schedule major plans and policies: Ed presented a spreadsheet draft of a month by month tracking of the annual or periodic review of policies and procedures. It is better to get ahead of these reviews rather than wait for other agencies to remind us. There was a recommendation that we color code which committee should review changes before they are sent to the Board for approval (e.g., Finance, DEI, Governance). Ed asked Megan to take the lead on this.

Review of Compliance Monitoring Checklist: Kristy reported that we were ahead of schedule in completing the Compliance Checklist. A few items were in process and were on track to be completed before the checklist goes to the Board for the Board President's signature.

Review and distribution plans for NAIS Principles of Good Practice and Board training:

The committee agreed that the NAIS principles should be presented to the Board as a review/guide for overall Board member responsibilities.

Review and possible approval of Extended Learning Opportunity Plan (ELOP): Ed commented on the extensive reference to Ed Code and legal responsibilities at the end of this document. He suggested that Josh might look at these paragraphs prior to ELOP being approved by the Board.

Next steps in establishing Board Continuity Reference architecture: Josh recommended that we use the OCS Board email address to create a shared, but restricted drive with a password for Board members only.

Use of Surveys/Focus Groups to gather data for WASC Mid-Cycle Report: Megan is taking the lead on this and will collect the relevant data.

Next steps in ByLaws update and Board self-evaluation: This is essentially on hold but will be resurrected as we plan our charter renewal actions.

Meeting Adjourned at 6:38 pm