Minutes - Unapproved

Ocean Charter School Board Meeting

June 3, 2024

Board Members Present: Laura Stoland, Ed Eadon, Maya Rao, Tammy Stanton, Jennifer Jacobus, Dominique DjeDje, Josh Stokes

A quorum was present

Also present: OCS Executive Director Kristy Mack Fett; and from Excellent Education Development, Ayanthy Peiris joined via zoom.

The meeting was called to order at 6:01 pm

**Open Forum**

No one spoke during open forum

**Board Composition and Officers**

a. The officers for the 2024-25 school year were reviewed. Sue Ingles is stepping down as Secretary.

**MOTION: Laura Stoland moved to nominate Maya Rao as Board Secretary. Ed Eadon Seconded.** All present were in favor and the motion passed.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name | Yes | No | Abstain | Absent | Name | Yes | No | Abstain | Absent |
| Laura Stoland | x |  |  |  | Dominique DjeDje | x |  |  |  |
| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

Ed Eadon is stepping down as Chair of the Governance Committee and Vice Chair.

**MOTION: Tammy Stanton moved to nominate Josh Stokes as Board Vice Chair and as Chair of the Governance Committee. Jennifer Jacobus Seconded.** All present were in favor and the motion passed.

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| Name | Yes | No | Abstain | Absent | Name | Yes | No | Abstain | Absent |
| Laura Stoland | x |  |  |  | Dominique DjeDje | x |  |  |  |
| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

b. Board member terms were reviewed. Ed Eadon’s term is ending on 6/30/24.

**MOTION: Laura Stoland moved to extend Ed Eadon’s term as a trustee and to serve on the Evaluation SARB and Audit committee. Josh Stokes seconded.** All present were in favor and the motion passed

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| Name | Yes | No | Abstain | Absent | Name | Yes | No | Abstain | Absent |
| Laura Stoland | x |  |  |  | Dominique DjeDje | x |  |  |  |
| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

Laura Stoland’s term as a trustee and as Board Chair is ending on 6/30/24.

**MOTION: Josh Stokes moved to renew Laura Stoland’s term as a trustee and Board Chair. Dominique DjeDje Seconded.** All present were in favor and the motion passed.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name | Yes | No | Abstain | Absent | Name | Yes | No | Abstain | Absent |
| Laura Stoland | x |  |  |  | Dominique DjeDje | x |  |  |  |
| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

Tammy Stanton’s term as a trustee and as Treasurer is ending on 6/30/24.

**MOTION: Laura Stoland moved to renew Tammy Stanton’s term as trustee and Treasurer. Josh Stokes seconded.** All present were in favor and the motion passed.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name | Yes | No | Abstain | Absent | Name | Yes | No | Abstain | Absent |
| Laura Stoland | x |  |  |  | Dominique DjeDje | x |  |  |  |
| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

c. Discuss new board member candidates

* Laura presented the name of a potential new board member - David Hyune. David is well networked, has a great skill set that is directly relevant and a good replacement for Mark Galanty, who is stepping down from his position on the Board.
* Suh Chen Hsiao, who was previously put forward as a possible candidate by Kristy won’t be able to serve at this time.
* There was an election for a new Parent Collective representative and Jennie Karrer won unanimously. She will be the next Coordinator of Fundraising for the Parent Collective and a new member of the Board.

**MOTION: Maya Rao moved to appoint Jennie Karrer to the Parent Collective Seat on the Board of Trustees. Josh seconded.** All present were in favor and the motion passed.

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| Laura Stoland | x |  |  |  | Dominique DjeDje | x |  |  |  |
| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

* Sadness was expressed by the board members about the departure of Jennifer Jacobus from the board when her term ends on 6/30/24.

**Finance**

a. Ayanthy presented the April 2024 Financial Report. At the end of month 9 enrollment is 567, 9 students higher than budget. The ADA rate is 94.7% and ADA is 533.44, 8.92 ADA higher than budget. Projected Operating Net Income is at $473K.

* Dominique noted the stable attendance this year which is a great development since the pandemic. This is due to:
  + Board reduced the independent study timeframe to 3 days (from 5)
  + SSPT (Student Success and Progress Team) for attendance (Megan and Angela) reached out to parents and had meetings. The board recognizes Megan and Angela are doing great work.
* Next meeting, we should see a 3-year summary.

**MOTION: Dominique DjeDje moved to approve the April 2024 financial report and check register. Jennifer Jacobus seconded.** All present were in favor and the motion passed.

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| Laura Stoland | x |  |  |  | Dominique DjeDje | x |  |  |  |
| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

b. The Board reviewed and discussed the 2024-25 budget assumptions

* ELO-P (Expanded Learning Opportunities Program) will roll forward - we will recognize this revenue when we have qualifying expenditures.
* This is a highly audited revenue source so everything must be accurate.
* Educator effectiveness - board approved -will be spent by 06/30/2026
* State mental health - taken out of the budget until we are certain about how to spend it. This is the funding expected to be used to create the “calm room”.
* Net income will decrease by around $8K next year.
* State is continuing to reimburse meals.
* Fundraising: OCS Store will expand offerings with the newly designed spirit wear.
* Aftercare and Enrichment – tracked separately in the budget and doing well.
* Interest is budgeted for the first time.
* Lifeblood of the revenue is enrollment and attendance.

c. There were no 2024-25 contractors to approve.

**Prop 28 Report**

* This is the first year that this is audited. The school is waiting for more clarity and being conservative for now.

**MOTION: Josh Stokes moved to approve the Prop 28 report. Tammy Stanton seconded.** All present were in favor and the motion passed.

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| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

**Parent Complaint Process**

* The board reviewed and discussed the procedure and processes by which a parent can make a complaint against a teacher, administration or the school. Discussion of the parent complaint and teacher discipline procedures outlined in the OCTA contract.
* The parent complaint process is written so there is a clear process for how those things are handled. If a concern comes up and then leads to an investigation and verified problem, it feeds into the OCTA disciplinary process.
* The administration (Executive Director and Assistant Director) handles the disciplinary action and evaluation. A poor evaluation does not necessarily lead to disciplinary action, but that is one possible result.

**Teacher Recruitment**

The board discussed the teacher shortage and challenges in hiring for Ocean Charter School

* Improving the work conditions for teachers.
* Encourage the Alliance for Public Waldorf Education to start a separate teacher training program for charters. This may be another source.
* Consistently offering summer training - improvements have been made on quality and consistency.
* OSNA and the private movement has much stricter standards, which is great, but limits the number of teachers that can get the teacher training needed.
* Tik Tok has been an unexpected source for interest in Ocean due to a current OCS teacher’s posts.
* Working on videos highlighting “what it’s like to work here”
* Tap into groups where you are able to promote working at a Waldorf school. E,g, church community, Facebook, NAIS etc.

**Board and Committee Meeting Calendars**

a. Finance and Governance meeting schedules for 2024-25 were reviewed

**MOTION: Tammy Stanton moved to approve Finance meeting schedules for 2024-25. Josh Stokes seconded.** All present were in favor and the motion passed.

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| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

**MOTION: Josh Stokes moved to approve Governance meeting schedules for 2024-25. Ed Eadon seconded.** All present were in favor and the motion passed.

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| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

b. The Board meeting calendar for 2024-25 was reviewed

**MOTION: Tammy Stanton moved to approve the Board Meeting calendar for 2024-25. Josh Stokes seconded.** All present were in favor and the motion passed.

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| Ed Eadon | x |  |  |  | Jennifer Jacobus | x |  |  |  |
| Tammy Stanton | x |  |  |  | Maya Rao | x |  |  |  |
| Sue Ingles |  |  |  | x | Joshua Stokes | x |  |  |  |
| Mark Galanty |  |  |  | x |  |  |  |  |  |

**Director’s Report**

* There’s been a real issue with vandalism in the middle school bathroom. It was closed for a while for a variety of reasons - the vendor doing work, bathroom unusable, punitive
* The possibility of an honor code to improve behavior is being discussed.

**Convene to Closed Session**

The meeting was convened to closed session at 8:47pm

* Ed left the meeting at 9:00 pm
* Kristy left at 9:20pm

Reconvene to Open Session at 9:30

* Nothing to report out

12. The meeting was adjourned at 9:30PM