

Minutes – Approved

Ocean Charter School Governance Committee Meeting

September 19, 2024

Ocean Charter School Campus – Rose Room #133

Called to order by Joshua Stokes, Governance Committee Chair and convened at 7:09

Members Present: Megan Helms, Kristy Mack-Fett, Joshua Stokes, Sue Ingles

Visitors: Potential new committee member Glenda Silva

Visitors: Several parents present to discuss in open forum and on agenda items.

Open Forum:

- Glenda Silva, potential Governance Committee member, introduced herself
- Parents asked to add an agenda item to the next meeting about active shooter protocols and safety issues related to pickups. One of the parents indicated that it would be helpful for a lot of parents to understand the school's protocol for emergency situations. Parents cited multiple incidents that were concerning to the parents.

Regular Session:

- Review and possible approval of the May 16, 2024 Governance Committee minutes
 - Megan moved to approve, Kristy seconded. The motion was approved unanimously.
- Review Public Records Acts Procedures
 - There was discussion of the Public Records Acts Procedures with a motion to recommend this policy for consideration, discussion, and approval by the board.
 - Josh moved, Kristy seconded. The motion was approved unanimously.
- Review Compliance Monitoring Checklist Status
 - LAUSD provides the Checklist to the school but we have not received it yet.
 - Add to the agenda for next meeting.
- Discussion of Allergy Considerations for School Events
 - There was discussion of an incident at a school event where a child had an allergic reaction to food from a vendor.
 - There was discussion of potential mitigation strategies, including asking vendors to display potential allergens, disclaimer at and prior to events about food, have a non-allergen vendor.
 - The Committee agreed to re-agenda for next time.
- Discussion of the Anti-Bullying Policy.
 - There was extensive discussion of the school's Anti-Bullying policy and the procedures involved.
 - There was discussion of complaint procedures as well as counseling and disciplinary procedures following complaints.

- Parents were encouraged to utilize the complaint procedures to report any incidents.
- Next Steps in Establishing Board Continuity Reference Architecture: Shared Drive
 - The Executive Director or designee will put in the board drive Board Policies and Governing documents that goes on the website.
 - Board Secretary will put any board specific or board restricted documents in separate drive folder that only the board has access to with read-only pdfs.
- Meeting adjourned at 8:52.