

Minutes – Approved  
Ocean Charter School Board Meeting  
February 7, 2007  
Ocean Charter School  
12606 Culver Blvd., Los Angeles 90066  
Called to Order 7:09 pm by Joan Wicks, Board Chairman

Present: Lori Andrade, Patti Binder, Kami Cotler, Jefferson Eliot, Deborah Fryman, Jason Haas, Tamar Kern, Sara Maun, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks. A quorum was present. Alex Metcalf joined the meeting at 7:38 pm. Colleen Kelly joined the meeting at 8:30 pm.

### **Open Forum (Opportunity for Public Comments)**

Community members Tamara Breuder and Eric Perl both spoke against the school's decision to utilize Planned Parenthood of Los Angeles to provide sexual education to the sixth, seventh, and eighth grades. Both asked the Board to discuss the issue and to overturn that decision.

Teacher Charlene Heaney expressed her personal belief that a mechanism was needed for the Board and full faculty to meet to discuss the future of the school.

Special Education Coordinator Michelle Hedge read a letter from the full-time faculty expressing their concern about the administration's handling of the departure of Games Instructor Rosamond Pope. In the letter, the teachers asked for the board to investigate that incident and to reprimand the administration for its actions. (A version of the letter that was signed by all 14 full-time teachers and submitted subsequent to the meeting is attached as Exhibit A.)

### **Previous Board Meeting Minutes Approval**

MOTION: Jason Haas moved to approve and adopt the minutes for the January 3, 2007 Board Meeting as record. Leo Trujillo-Cox seconded the motion. Lori Andrade, Patti Binder, Jefferson Eliot, Jason Haas, Tamar Kern, Sara Maun, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, and Leo Trujillo-Cox voted in favor. None opposed. Joan Wicks abstained. Motion passed.

MOTION: Jason Haas moved to approve and adopt the minutes for the January 17, 2007 Board Retreat as record. Tamar Kern seconded the motion. Lori Andrade, Patti Binder, Jefferson Eliot, Jason Haas, Tamar Kern, Sara Maun, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

### **Charter Renewal**

LAUSD Charter office representative Stephanie Schulman spoke to the Board and answered questions about the charter renewal process. Ocean Charter School's application to renew its charter is currently due January 31, 2008. While the renewal application process continues to evolve, the process will begin with an orientation session

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in the fall of 2007 and an extensive on-site inspection by the Program Evaluation Review Board (“PERB”). Feedback from the inspection will need to be incorporated into the application, which will require substantial effort to assemble. After the application is submitted, the LAUSD charter office will provide comments, and after those comments are incorporated, the charter office will interview OCS to prepare a renewal presentation to the LAUSD Board, where the charter office will recommend whether to renew OCS’s charter and the LAUSD Board will decide the matter.

Alex Metcalf joined the meeting at 7:38 pm.

**Governance**

OCS Election Policy

Governance Committee member Dean Kubani reviewed proposed amendments to the OCS Election Policy in addition to those he had presented at the Board’s October 2006 meeting.

MOTION: Jason Haas moved to adopt the amended OCS Election Policy dated February 7, 2007. Tamar Kern seconded the motion. Lori Andrade, Patti Binder, Jefferson Eliot, Jason Haas, Tamar Kern, Sara Maun, Nancy O’Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed. (A copy of the adopted Election Policy is attached as Exhibit B.)

ACTION ITEM: Governance Committee to examine the issue of OCS staff members’ eligibility to run for office as a Trustee.

MOTION: Jason Haas moved to appoint Jefferson Eliot as the OCS Board of Trustees Election Chair. Leo Trujillo-Cox seconded the motion. Lori Andrade, Patti Binder, Jason Haas, Tamar Kern, Sara Maun, Nancy O’Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Jefferson Eliot abstained. Motion passed.

ACTION ITEM: Tamar Kern, Sara Maun, Cissy Stanford, Nancy O’Rourke, Susan Kirschbaum, Elizabeth Koravos, and Kristy Mack-Fett will meet in advance of the March 2007 Bard meeting to discuss the All-Community Group and its relationship to the Board.

OCS Signature Authority

Leo Trujillo-Cox discussed the need for the Board to authorize one or more of its members to enter into contracts and sign legal documents on behalf of OCS.

MOTION: Leo Trujillo-Cox moved to authorize any Board Officer or Director of OCS to enter into any contract or to execute or deliver any instrument in the name of or on behalf of OCS. Jason Haas seconded the motion. Significant discussion took place.

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Lori Andrade, Jefferson Eliot, Jason Haas, Sara Maun, Beth Rendeiro, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. Patti Binder, Tamar Kern, Nancy O'Rourke, and Cissy Stanford opposed. Motion passed.

**ACTION ITEM:** Governance Committee to discuss if internal limits should be placed on the Board Officers' ability to sign contracts and execute instruments on behalf of OCS.

Colleen Kelly joined the meeting at 8:30 pm.

#### **L.A. County Office of Education (LACOE) Certification of Signatures**

**MOTION:** Leo Trujillo-Cox moved that the Board resolve to adopt the LACOE Certificate of Signatures Form dated February 7, 2007. Tamar Kern seconded the motion. Lori Andrade, Jefferson Eliot, Jason Haas, Coleen Kelly, Tamar Kern, Sara Maun, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Patti Binder abstained. Motion passed. (A copy of the fully executed LACOE form is attached as Exhibit C.)

#### **OCS Director Evaluation**

The Director Evaluation task force briefly reviewed the status of the process. Joan Wicks emphasized that all evaluations submitted to the task force, whether from trustees or teachers, would remain anonymous unless the submitter chose to have his or her name disclosed. After all input is received, the Task Force will synthesize it into a single report to the Board on the Co-Directors' performance.

#### **Executive Committee and Director Oversight**

Joan Wicks briefly reviewed the documents submitted by the Committee and solicited comments.

#### **Co-Directors' Report and Discussion**

Attendance – Ms. Cotler reported that targeted communications had been sent to the families of students with attendance issues. Mr. Metcalf explained that, although OCS's daily average daily attendance ("ADA") is lower than the 95% figure included in the budget, the 95% figure was the common budgeting standard and OCS's budgets used a conservative estimate of students/class to ensure that revenue figures were realistic.

Mandated Costs Reimbursement – The Co-Directors will determine if collective bargaining costs may be reimbursed. If so, the school will apply for these funds during summer 2007.

WASC – OCS has, at the suggestion of the Western Association of Schools and Colleges, deferred its application for WASC accreditation until fall 2007.

Collective Bargaining – Mr. Metcalf informed the Board that the Ocean Charter Teacher's Association wished to begin collective bargaining around the end of March

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2007. In light of this timing, Mr. Metcalf stated that the Board would need to appoint a bargaining team by its March 2007 meeting.

**Finance**

Mr. Metcalf discussed the December 2006 financial statements and answered questions. Tamar Kern observed that the teacher's W-2 forms and payroll continue to include errors and that the State Teachers' Retirement System (STRS) still does not report the years of service and amounts of money invested for individual teachers.

**ACTION ITEM:** Finance Committee to review the performance of ExEd and evaluate future options for meeting OCS's back office needs.

**ACTION ITEM:** Co-Directors to investigate STRS tracking at LACOE, including the reporting of individual teachers' monies and years of service.

**MOTION:** Wendy Teeter moved that the Board award this year's audit contract to Vavrinek, Trine, Day & Company. Tamar Kern seconded the motion. This motion was recommended by the Finance Committee. Lori Andrade, Patti Binder, Jefferson Eliot, Jason Haas, Colleen Kelly, Tamar Kern, Sara Maun, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

**OCS Diversity Task Force**

Ms. Kern reported that volunteers had been identified to assist with diversity outreach efforts and promotional materials were being generated. Various preschools and other sites had also been contacted to offer a presentation on OCS, but the response to date had been less than expected. Ms. Maun reported her research into ways to alter the OCS admission lottery process to increase diversity while complying with all legal requirements.

**OCS Committee Structure**

Discussion on this topic was tabled until a future meeting.

**Closed Session**

The Board adjourned to closed session at 9:45 p.m. pursuant to Brown Act section 54957.6. Closed session adjourned: 10:45 pm. In response to Darlene D'Arezzo's January 3, 2007 request to the Board, Joan Wicks is to send a letter to Ms. D'Arezzo stating that the Board supports the administration's actions relating to her departure and would not take any further action.

Meeting adjourned at 10:45 pm

Respectfully submitted by  
Jason Haas, Secretary  
OCS Board of Trustees