

Minutes – Approved
Ocean Charter School Board Meeting
March 14, 2007
Ocean Charter School
13151 Appleton Way, Los Angeles 90066
Called to Order 6:09 pm by Joan Wicks, Board Chairman

Present: Lori Andrade, Patti Binder, Kami Cotler, Jefferson Eliot, Jason Haas, Tamar Kern, Sara Maun, Alex Metcalf, Nancy O'Rourke, Beth Rendeiro, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks. A quorum was present. Deborah Fryman was absent. Cissy Stanford joined the meeting at 6:15 pm.

Open Forum (Opportunity for Public Comments)

Administrator Kristy Mack-Fett thanked the Board members who attended the March 7, 2007 faculty meeting and reaffirmed the faculty's interest in establishing informal contacts with the Board.

Community member Lydia Ponce informed the Board that she had been working with OCS Administration to plan the graduation ceremony for the 8th grade class and related end-of-year events. Ms. Ponce reported that securing participation from those students' parents had been difficult.

Previous Board Meeting Minutes Approval

MOTION: Leo Trujillo-Cox moved to approve and adopt the minutes for the February 7, February 14, and February 28, 2007 Board meetings as record. Lori Andrade seconded the motion. Lori Andrade, 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. Patti Binder abstained. Motion passed.

Co-Directors' Report and Discussion

LAUSD Inspection: The Co-Directors reported on a March 8, 2006 inspection of Ocean Charter School by LAUSD Charter office representative Stephanie Schulman. Ms. Schulman inspected various school educational policies including block rotations, teachers' lesson plans, and teacher credentialing records. A follow-up inspection by the Charter Office to review the School's financial records will take place in the near future.

Attendance: Ms. Cotler reported on the school's transition of its attendance keeping system to the SchoolMaster program, which allows the School to more accurately monitor and enforce its attendance policies. Ms Cotler also explained the policy on excused absences.

Site: Mr. Metcalf reported that the School's landlord had approached OCS to ask about initiating lease renewal negotiations, approximately 18 months before its expiration. Mr. Metcalf asked to defer the start of these negotiations until Fall 2007 and is awaiting a response.

Curriculum Review: Ms. Cotler and Ms. Mack-Fett discussed the process through which teachers have been systematically reviewing the curriculum and comparing it to the OCS charter and California state standards to ensure compliance. This process will support OCS's application to renew its charter but is also part of a larger process of curriculum review.

ACTION ITEM: Governance Committee to examine the language of OCS's leave policies for non-union employees by late May 2007.

Finance

First Regional Bank: Ms. Teeter and Mr. Metcalf discussed the recommendation of the Administration and the Finance Committee that OCS transfer its banking services from its current bank to First Regional Bank. They explained that First Regional offered all of the various banking services OCS currently needs.

MOTION: Wendy Teeter moved that the Board approve moving OCS's financial services to First Regional Bank. Nancy O'Rourke 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.

MOTION: Wendy Teeter moved that the Board approve spending the one-time 2006-07 Instructional Materials and Library Ed Tech funding on instructional and library materials. Beth Rendeiro 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.

Check Register: ExEd Representative Tammy Stanton informed the Board that it must now review and approve the OCS check register on a monthly basis to comply with newly-imposed financial rules.

MOTION: Wendy Teeter moved that the Board approve the January 2007 Check Register Statement. Lori Andrade 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.

STRS: Mr. Metcalf reported that he had contacted the Los Angeles County Office of Education ("LACOE") in connection with OCS teacher contributions to the State Teachers' Retirement System ("STRS"). LACOE reported that a delay had taken place in transferring funds to STRS but that OCS teachers would not be penalized and would receive full credit for their years of service. In addition, because STRS is a defined benefit plan, the teachers will not incur any financial harm from the delay.

Minutes – Approved
Ocean Charter School Board Meeting
March 14, 2007

Payroll Issues: Mr. Metcalf reported that he had contacted ExEd to investigate reported payroll problems. Although such problems had occurred in the past, all February paychecks were issued properly.

SB740 (Senate Bill 740, Charter School Facilities Reimbursement Grant): Ms. Stanton reported that SB 740 monies had been received in excess of \$57,000. These monies were not previously included in OCS's budget but will be incorporated into a revised 2006-2007 budget to be presented at the April 2007 Board meeting.

Health Insurance: It was noted that premiums for OCS's health insurance contract would increase 11% in March and would increase again in July, when OCS renews its insurance contract again to align the term of its insurance contract to the OCS fiscal year.

Donor Development

Donor Development Co-Chair Su Addison reported on the committee's past efforts and its future plans. Ms. Addison noted that the establishment of an aspirational goal for OCS fundraising could help focus fundraising efforts and spur greater donations.

Mr. Metcalf and Ms. Teeter reported on their meeting with a board member of the Oceanographic Institute.

OCS Board and Faculty Communications

Ms. Andrade discussed her report on the March 7, 2007 faculty meeting attended by several Board members. The Board discussed possible ways of increasing Board/faculty communications, and there was a general consensus such efforts should be pursued. Ms. Rendeiro and Mr. Eliot offered to host pre-school sessions for teachers interested in speaking with Trustees.

Report on Waldorf in the Public Schools Conference

Mr. Eliot, Andrea Reibsamen, and Kristy Mack-Fett reported on their attendance of this conference. Mr. Eliot commented on efforts by an association of private schools to limit the use of the term "Waldorf," and he encouraged the Board to consider roles that OCS might play in the charter school movement.

Collective Bargaining

Ms. Wicks announced that negotiations with OCTA will begin in April 2007. Several Trustees expressed an interest in serving on the bargaining team. Appointment of the team was deferred until a subsequent meeting.

Board Management

The Board discussed the agenda and schedule for its April 2007 regular meeting.

Director Search Committee

Ms. Rendeiro clarified the Committee Report, advising the Board that Co-Directors Alex Metcalf and Kami Cotler withdrew their proposed transition plan to avoid an appearance

Minutes – Approved
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of a conflict of interest during the ongoing search for a new director. The Co-Directors remain willing to discuss their potential involvement in OCS administration at a future time if their involvement would be in the School's best interests.

The Board discussed the role of the Co-Directors in the director search process at some length. The Board generally agreed that the Co-Directors could offer valuable input into the search process, but that their involvement should be limited as appropriate to avoid the perception of a conflict of interest.

MOTION: Nancy O'Rourke moved to appoint Elizabeth Koravos to the Director Search Committee. Wendy Teeter seconded the motion. Lori Andrade, Jefferson Eliot, Jason Haas, Tamar Kern, Sara Maun, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, and Joan Wicks voted in favor. None opposed. Leo Trujillo-Cox abstained. Motion passed.

Meeting adjourned at 9:26 pm

Respectfully submitted by
Jason Haas, Secretary
OCS Board of Trustees