



Minutes – Approved  
Ocean Charter School Special Board Meeting  
November 3, 2007

Ocean Charter School  
12606 Culver Blvd., Los Angeles 90066  
Called to Order 9:17am by Joan Wicks, Board Chairman

Present: Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Peter Samaranayake, Cissy Stanford, Wendy Teeter, and Joan Wicks.

Absent: Stacey Lisker, Leo Trujillo-Cox and Julie Yarnall.

A quorum was present.

#### **Charter Petition Review Process**

President Joan Wicks and Dr. Peter Samaranayake provided an overview of the Charter Renewal process and the means by which the Charter elements would be reviewed, edited and finalized. Jason Haas made recommendations to track language that may not be retained in the final submission. The Board discussed the opportunity to submit any revisions once language is approved by the Board.

Joan discussed the various Charter review process requirements, including the selection of individuals for the Petitioner Capacity Interview, the Exit Interview, the Board of Education approval and the Reflective Narrative.

#### **The 16 Elements**

The Board reviewed each of the 16 Elements, while considering the petition's compliance, LAUSD-provided boilerplate language, risk assessment, any necessary Board action and the inclusion of required source documentation.

#### **Element 1 – The Educational Program**

“A description of the educational program of the school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an ‘educated person’ in the 21<sup>st</sup> century, and how learning best occurs. The goals identified in that program shall include the objective of enabling pupils to become self-motivated, competent, and lifelong learners.” Ed. Code § 47605 (b)(5)(A)

**ACTION ITEM:** Joan Wicks will create an implementation plan and timeline.

#### **Element 2 – Measurable Student Outcomes**



Minutes – Approved  
Ocean Charter School Special Board Meeting  
November 3, 2007

The measurable pupil outcomes identified for use by the charter school. ‘Pupil outcomes,’ for purposes of this part, means the extent to which all pupils of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school’s educational program.” Ed. Code § 47605 (b)(5)(B)

**Element 3 – Method by Which Student Outcomes will be Measured**

“The method by which pupil progress in meeting those pupil outcomes is to be measured.” Ed. Code § 47605 (b)(5)(C)

Joan Wicks left the meeting at 12:15pm.

Beth Rendeiro left the meeting at 12:30pm.

Joan Wicks rejoined the meeting at 1:55pm.

**Element 4 – Governance**

“The governance structure of the school, including, but not limited to, the process to be followed by the school to ensure parental involvement” Ed. Code § 47605 (b)(5)(D)

**ACTION ITEM:** Lori Andrade will send Office Manager Valentina Vega the proposed revisions to the Bylaws regarding the disposal of assets language.

**ACTION ITEM:** Joan Wicks will change the Diversity Committee to an Administrative committee at the next Board meeting.

**Element 5 – Employee Qualifications**

“The qualifications to be met by individuals to be employed by the school.” Ed. Code § 47605 (b)(5)(E)

**Element 6 – Health and Safety**

“The procedures that the school will follow to ensure the health and safety of pupils and staff. These procedures shall include the requirement that each employee of the school furnish the school with a criminal record summary as described in § 44237.” Ed. Code § 47605 (b)(5)(F)

**ACTION ITEM:** Dr. Peter Samaranayake will ask our Charter Renewal Coordinator about the requirement for children to have proof of scoliosis, vision and hearing testing prior to attending school.



Minutes – Approved  
Ocean Charter School Special Board Meeting  
November 3, 2007

**ACTION ITEM:** Valentina Vega will research criminal record summaries as required for each employee.

**ACTION ITEM:** Valentina Vega will get the Certificate of Occupancy for both the Walgrove and Culver sites to include in the Charter Renewal appendices.

**ACTION ITEM:** Valentina Vega will confirm with Tammy Stanton of Excellent Education for insurance requirements for amending policies.

**Element 7 – Racial and Ethnic Balance**

“The means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted.” Ed. Code § 47605 (b)(5)(G)

**Element 8 – Admission Requirements**

“Admission Requirements, if applicable.” Ed. Code § 47605 (b)(5)(H) and Enrollment Preferences

**ACTION ITEM:** Lori Andrade will make a recommendation regarding changes to Enrollment language for Board approval.

**Element 9 – Financial Audits**

“The manner in which annual, independent, financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the satisfaction of the chartering authority.” Ed. Code § 47605 (b)(5)(I)

**Element 10 – Student Expulsions**

“The procedures by which pupils can be suspended or expelled.” Ed. Code § 47605 (b)(5)(J)

**ACTION ITEM:** Dr. Peter Samaranayake and Joan Wicks will ask Joyce Johnson to clarify the new LAUSD boilerplate language regarding readmission.

**Element 11 – Retirement Programs**

“The manner by which staff members of the charter schools will be covered by the State Teachers’ Retirement System, the Public Employees’ Retirement System, or federal social security.” Ed. Code § 47605 (b)(5)(K)

**ACTION ITEM:** Dr. Wendy Teeter will consult with Tammy Stanton of Excellent Education to confirm the need for Work Schedule, Time Off, Sick Days and Bereavement language.



Minutes – Approved  
Ocean Charter School Special Board Meeting  
November 3, 2007

**Element 12 – Attendance Alternatives**

“The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools.” Ed. Code § 47605 (b)(5)(L)

**Element 13 – Employee Rights**

“A description of the rights of any employee of the school district upon leaving the employment of the school district to work in a charter school, and of any rights of return to the school district after employment at a charter school.” Ed. Code § 47605 (b)(5)(M)

**Element 14 – Dispute Resolution**

“The procedures to be followed by the charter school and the entity granting the charter to resolve disputes relating to provisions of the charter.” Ed. Code § 47605 (b)(5)(N)

**Element 15 – Employer Status and Collective Bargaining**

“A declaration whether or not the charter school shall be deemed the exclusive public school employer of the employees of the charter school for the purposes of the Educational Employment Relations Act (Chapter 10.7 (commencing with Section 3540) of division 4 of Title 1 of the Government Code).” Ed. Code § 47605 (b)(5)(O)

**Element 16 – Procedures to be Used if the Charter School Closes**

“A description of the procedures to be used if the charter school closes. The procedures shall ensure a final audit of the school to determine the disposition of all assets and liabilities of the charter school, including plans for disposing of any net assets and for the maintenance and transfer of pupil records.” Ed. Code § 47605 (b)(5)(P)

**MOTION: Joan Wicks moved that the OCS Board of Trustees resolves to designate Ocean Charter School’s:**

**1) Lead Petitioners: Dr. Peter Samaranayake, Joan Wicks, Leo Trujillo-Cox, Dr. Wendy Teeter, Tamar Kern and Andrea Reibsamen**

**2) Individuals Responsible for Financial Management: Dr. Peter Samaranayake and Valentina Vega**

**3) Onsite Administrators: Dr. Peter Samaranayake, Michelle Hedge and Kristy Mack-Fett**

Jeannie Elmstrom seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, and Joan Wicks voted in favor. None opposed. Motion passed.



Minutes – Approved  
Ocean Charter School Special Board Meeting  
November 3, 2007

**ACTION ITEM:** Lori Andrade and Joan Wicks will add language to Element 8 and Element 10 to ensure reflection of Affirmations of Specified Conditions.

Meeting adjourned at 5:54pm.

Respectfully submitted by  
Lori Andrade, Secretary  
OCS Board of Trustees