



Minutes – Approved  
Ocean Charter School Board Meeting  
December 4, 2008

**Ocean Charter School  
12606 Culver Blvd., Los Angeles 90066**

**Called to Order 7:14 pm by Dean Kubani, Board Chairman**

Present: Su Addison, Lori Andrade, Karen Bernstein, Kami Cotler, Jami Gazzaniga, Jason Haas, Stephanie Edwards, Liz Koravos, Dean Kubani, Kristy Mack-Fett, Wendy Teeter, Joan Wicks, and Julie Yarnall.

Karen Bernstein was absent.

A quorum was present.

Dean Kubani asked Board members to confirm they were prepared and familiar with the information for issues and motions agendized for the meeting.

### **Board Member Appointments**

Dean Kubani acknowledged the resignation of Julie Yarnall from the Board-appointed, non-voting teacher seat, effective December 4, 2008.

**MOTION: Dean Kubani moved to appoint Fran Montano to the OCS Board of Trustees parent seat, effective December 4, 2008 to June 30, 2012.** Kami Cotler seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Wendy Teeter, and Joan Wicks voted in favor. None opposed. Motion passed.

**MOTION: Dean Kubani moved to appoint Tamar Kern to the OCS Board of Trustees teacher seat, effective December 4, 2008 to June 30, 2012.** Wendy Teeter seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Wendy Teeter, and Joan Wicks voted in favor. None opposed. Motion passed.

### **Closed Session**

The Board convened into closed session at 7:21pm pursuant to Brown Act sections 54957.6 (Labor Negotiations). Director Stephanie Edwards and Assistant Principal Kristy Mack-Fett were in attendance. The Board discussed Labor Negotiations.



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The Board reconvened to open session at 7:35pm. Lori Andrade reported out actions taken.

**MOTION: Dean Kubani moved to approve a 4% increase in the OCTA salary schedule effective for the 2008-2009 school year. There is no retroactive change to the 2007-2008 salary schedule. The raise for 2008-2009 is retroactive to the first day of the 2008-2009 contract year, understood to be August 1, 2008.** Lori Andrade seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Wendy Teeter, and Joan Wicks voted in favor. None opposed. Motion passed.

#### **Open Forum**

Parent Karen Wolfe suggested the OCS Administration provide a staffing solution to improve the traffic safety at the North campus.

**ACTION ITEM:** OCS Administration will address North campus traffic safety.

#### **Consent Calendar**

Wendy Teeter requested that future approval of the financials be agendized as a separate item and not as part of the Consent Calendar.

#### **Approval of Prior Board Meeting Minutes**

**MOTION: Dean Kubani moved to approve the Special Board Meeting minutes from October 26, 2008 as amended.** Su Addison seconded the motion. Su Addison, Lori Andrade, Jason Haas, Liz Koravos, Dean Kubani, Wendy Teeter, and Joan Wicks voted in favor. Kami Cotler and Fran Montano abstained. None opposed. Motion passed.

**MOTION: Dean Kubani moved to approve the Board Meeting minutes from November 6, 2008 as amended.** Wendy Teeter seconded the motion. Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, and Wendy Teeter voted in favor. Su Addison, Fran Montano, and Joan Wicks abstained. None opposed. Motion passed.

#### **Approval of Financials**

**MOTION: Dean Kubani moved to accept the October 2008 financials and check register.** Liz Koravos seconded the motion. Su Addison, Lori Andrade, Kami Cotler,



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Jason Haas, Liz Koravos, Dean Kubani, and Wendy Teeter voted in favor. Fran Montano and Joan Wicks abstained. None opposed. Motion passed.

### **Finance**

Liz Koravos introduced Derek Edwards, a representative from the California Credit Union, who described services offered and answered the Board's questions regarding options for secure and insured savings accounts.

**MOTION: Liz Koravos moved to authorize the OCS Directors to open an OCS account with the California Credit Union in the amount of \$240,000.** Wendy Teeter seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Wendy Teeter, and Joan Wicks voted in favor. Fran Montano abstained. None opposed. Motion passed.

Liz then reviewed with the Board the OCS 2008-2009 Budget revisions. Strings will be added back into the curriculum for the 4<sup>th</sup> and 5<sup>th</sup> grades after the Winter Break. Board members discussed restricting and budgeting funds to reinstate a Spanish program next year.

**ACTION ITEM:** The OCS Administration will provide a feasibility study regarding Spanish and take back to the Board.

**MOTION: Liz Koravos moved to approve the OCS 2008-2009 Budget as revised on December 2, 2008.** Wendy Teeter seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Wendy Teeter, and Joan Wicks voted in favor. Fran Montano abstained. None opposed. Motion passed.

### **Board Member Appointments**

The Board discussed filling the remaining community seats and establishing an Advisory Board. The Board Search Committee will invite and schedule candidates to meet the Board at the January 2009 meeting.

**ACTION ITEM:** Liz Koravos and Wendy Teeter will invite Board candidates to the January 2009 Board meeting.

**MOTION: Wendy Teeter moved to appoint Su Addison and Tamar Kern as Board representatives for the OCS Advisory Board task force.** Dean Kubani seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean



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Kubani, Fran Montano, Wendy Teeter, and Joan Wicks voted in favor. None opposed.  
Motion passed.

**Atlantis Contract**

The Atlantis contract is not yet finalized for Board approval.

**ACTION ITEM:** Lori Andrade and Liz Koravos will draft a final Atlantis contract with OCS Administration for approval at the January 2009 Board meeting.

**Directors' Report**

Stephanie Edwards and Kristy Mack-Fett reviewed the Directors' Report, including a teacher-formed Math committee to establish math assessments and the scheduling of upcoming classroom tours and Open Enrollment events.

**ACTION ITEM:** The OCS Administration will follow up on the outreach events as outlined in the Diversity Strategic Plan.

**ACTION ITEM:** The OCS Administration will report on the following at the January 2009 Board meeting: Staff and Faculty professional development, Parent Education, Attendance accounting procedures, Hiring process, Employee Handbook and Diversity Strategic events.

**Policy Committee Update**

Dean Kubani, Wendy Teeter and Joan Wicks met to discuss policies such as Board governance, Safety, Student Policy, and will review the Charter School Development Center's templates for possible use. The Policy committee will report back to the Board at the February or March 2009 Board meeting.

**Class Size Committee Update**

Director Stephanie Edwards, Assistant Principal Kristy Mack-Fett and Jason Haas reviewed with the Board the effect on removing the class size restriction in grades 4 through 8. The Board discussed a balance between the financial benefits of increasing class size as well as the impact on the teacher and students.

**ACTION ITEM:** The Class Size Committee will draft a feasibility study for future discussion at the January 2009 Board meeting.



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**ACG Report**

Kami Cotler reported that two meetings had been held to date and the Volunteers Roundtable Coordination Committee had been formed to support volunteers and improve communication channels.

**Site Task Force Update**

Jefferson Schierbeek reported that the Site task force continues to meet, doing due diligence, analyzing current leases, looking at private and public option for both sites and funding.

**Donor Development**

Karen Wolfe reported on Donor Development’s efforts on grants, the Winter Faire and updating the website with diverse images, as well as continuing to reach out to donors and building the cultivation process. She requested time at the next Board meeting to discuss how to involve Board members. Donor Development discussed opening an OCS Store, which will benefit our school, classrooms and community. Su Addison read a letter from Jody Labb to the Board, and recommended that the Board discuss Jody’s full report at the next Board meeting.

**Setting of Next Agenda**

The Board reviewed agenda items for the next Board meeting on January 8, 2008.

Meeting adjourned at 10:17pm.

Respectfully submitted by  
Lori Andrade, Secretary  
OCS Board of Trustees