



Minutes – Approved
Ocean Charter School Board Retreat Meeting
February 3, 2011

Called to Order by Fran Montano, Board Chairman, and Convened at 7:06pm.

Present: Su Addison, Lori Andrade, Elizabeth Brownlow, Stephanie Edwards, Jason Haas, Kristy Mack-Fett, Guillermo Modini, Joan Jaekel, Fran Montano, Romy Nourafchan and Nile Park.

Advisory Board member Sam Kirk was present.

Charlie Francis and Dean Kubani were absent.

A quorum was present.

Open Forum

Faculty members Krista Knudsen, Ashley Gosett and Karen Fenswick read a letter from Krista Knudsen to the OCS Board and Administration. Parents Rick Hauser and John Mandeville, and faculty member Melinda Ahearns also spoke at Open Forum.

Elizabeth Brownlow and Romy Nourafchan joined the meeting at 7:20pm.

Update on Proposition 1D Unfunded Preliminary Apportionment Grant Notice

The Site and Development task forces drafted and submitted the OCS re-application for financial soundness this week. Since we were waitlisted and it has been longer than six months since we last applied, the delay means OCS will be reviewed for the Fall 2011 lottery instead of the current one. It is recommended that OCS hires someone to head the capital campaign necessary to raise funds to pay back the loan. Next steps include OCS being “stamped” at the State Approval Board’s March 2011 meeting.

MOTION: Fran Montano moved to go to Agenda Item #8, Finance. Romy Nourafchas seconded the motion. Su Addison, Lori Andrade, Elizabeth Brownlow, Jason Haas, Joan Jaekel, Guillermo Modini, Fran Montano, Romy Nourafchan and Nile Park voted in favor. Motion passed.

Finance

Fran Montano discussed getting bids for financial auditors for 2010-2011. Bids and a recommendation are needed by May 2011. Jason Haas recommended a change in auditors even if more expensive because OCS has hired the current auditor for six years. Advisory Board member, Sam Kirk, suggested getting requests for proposals.



Minutes – Approved
Ocean Charter School Board Retreat Meeting
February 3, 2011

The remaining Finance agenda items were tabled for later in the meeting.

MOTION: Fran Montano moved to go to Agenda Item #9, Board Election Committee. Elizabeth Brownlow seconded the motion. Su Addison, Lori Andrade, Elizabeth Brownlow, Joan Jaekel, Guillermo Modini, Fran Montano, Romy Nourafchan and Nile Park voted in favor. Jason Haas abstained. Motion passed.

Board Election Committee

Elizabeth Brownlow, Dean Kubani and Guillermo Modini will be on the 2010-2011 Board Election Committee.

ACTION ITEM: Lori Andrade will give the 2011-2012 Board Election Committee members the election policies, timeline and draft announcements.

ACTION ITEM: Fran Montano will agendize the 2011-2012 Board Election Committee members' review of the OCS Board election policies for possible amendment at the March 2011 Board meeting.

MOTION: Fran Montano moved to appoint Elizabeth Brownlow, Dean Kubani and Guillermo Modini to the 2010-2011 Board Election Committee. Elizabeth Brownlow seconded the motion. Su Addison, Lori Andrade, Elizabeth Brownlow, Joan Jaekel, Guillermo Modini, Fran Montano, Romy Nourafchan and Nile Park voted in favor. Jason Haas opposed. Motion passed.

Fran Montano introduced Sam Kirk, our Advisory Board member, and thanked him for his participation. Sam was recruited by an OCS family.

Closed Session

The Board convened into closed session at 7:48pm pursuant to Brown Act section 54957.6 (Conference with Labor Negotiator).

Todd Mobley was present.

Sam Kirk left the meeting.

The Board reconvened to open session at 9:40pm and took a brief recess.

Sam Kirk rejoined the meeting.



Minutes – Approved
Ocean Charter School Board Retreat Meeting
February 3, 2011

There were no Action Items to report from Closed Session.

Director Evaluation Committee

Lori Andrade, Nile Park and Wendy Teeter will be on the 2010-2011 Director Evaluation Committee. Wendy has the process documented and is now working on job descriptions.

ACTION ITEM: Jason Haas requested that Fran Montano regularly agendaize ten minutes of Closed Session at each Board meeting for Director Evaluation discussions.

ACTION ITEM: The Director Evaluation Committee will bring recommendations to discuss at the March 2011 Board meeting.

MOTION: Fran Montano moved to appoint Lori Andrade, Nile Park and Wendy Teeter to the 2010-2011 Director Evaluation Committee. Romy Nourafchan seconded the motion. Su Addison, Lori Andrade, Elizabeth Brownlow, Jason Haas, Joan Jaekel, Guillermo Modini, Fran Montano, Romy Nourafchan and Nile Park voted in favor. Motion passed.

Directors Report

Kristy Mack-Fett, Director of North Campus, reported that LAUSD has responded to our annual Prop 39 request, and we were offered four additional rooms at our North campus for the 2011-2012 school year. The 2011-2012 OCS school calendar is still being negotiated. We will recommend a start date of the week before Labor Day as we did for the 2010-2011 school year. The goal is to schedule the end of school for mid-June to complete student end of year reports.

Executive Director, Stephanie Edwards, proposed an affirmation statement for OCS.

MOTION: Joan Jaekel moved to approve the affirmation statement for OCS as proposed by Stephanie Edwards:

The OCS Board of Trustees affirms that Ocean Charter School is a public school using Waldorf education to teach in accordance with the state standards. Elizabeth Brownlow seconded the motion. Su Addison, Lori Andrade, Elizabeth Brownlow, Jason Haas, Joan Jaekel, Guillermo Modini, Fran Montano, Romy Nourafchan and Nile Park voted in favor. Motion passed.



Minutes – Approved
Ocean Charter School Board Retreat Meeting
February 3, 2011

Stephanie Edwards proposed a salary of \$75,000 for the position of Assistant Director of Special Services, based on LAUSD postings for Assistant Principal, Assistant Director and Special Education positions ranging from \$77,000 to \$96,000. She feels that based on our growing Special Education population and time spent in Special Education related meetings, it is worth hiring this position now for the remainder of the 2010-2011. Hiring an Assistant Director of Special Services would not likely produce costs savings, and in fact we should expect a learning curve and Administrative transition before the individual is fully up to speed.

MOTION: Jason Haas moves to authorize the OCS Administration to hire an Assistant Director of Special Services at a prorated salary for the remainder of the 2010-2011 school year of no more than \$52,000 as a total compensation package.

Elizabeth Brownlow seconded the motion. Su Addison, Lori Andrade, Elizabeth Brownlow, Jason Haas, Joan Jaekel, Guillermo Modini, Fran Montano, Romy Nourafchan and Nile Park voted in favor. Motion passed.

Governance Committee Update

Jason Haas reviewed the OCS Bylaws and suggested revisions, which included new language for OCS committee structure and membership, and the replacement of “two-thirds majority” with “majority” for approval of actions. Sam Kirk offered that a two-thirds majority can sometimes lead to the minority holding the majority hostage. Historically, the OCS Board has typically come to consensus on its most critical issues such as budget, Director hire and labor negotiations.

Romy Nourafchan left the meeting at 10:25pm.

MOTION: Jason Haas moves to adopt amendments to the OCS Bylaws in effect as of November 4, 2010 as attached in Exhibit A. Joan Jaekel seconded the motion. Lori Andrade, Elizabeth Brownlow, Jason Haas and Joan Jaekel voted in favor. Su Addison, Guillermo Modini, Fran Montano and Nile Park opposed. Motion failed.

After much discussion, the Board agreed to table the amendments to the OCS Bylaws until the March 2011 Board meeting.

ACTION ITEM: Fran Montano will agendize amendments to the OCS Bylaws for the March 2011 Board meeting.



Minutes – Approved
Ocean Charter School Board Retreat Meeting
February 3, 2011

Wendy Teeter reviewed the new Procedure for Policy Adoption then asked Board members to insert those documents into their Board binders. An updated version of the existing Communication Model was distributed to replace the current version. Wendy clarified that the Communication Model applies to OCS Administration and community members only. The faculty abides by the complaint policy in the OCTA contract.

Sam Kirk left the meeting at 10:54pm.

The Governance Committee is working on a flowchart to clearly illustrate the various conflict resolution models defined for OCS Administration, faculty and parents/community. Parent-to-parent and parent-to-teacher bullying was discussed. Todd Mobley offered that it is the Administration's job to protect the teacher, but the challenge is OCTA's interpretation of communication; teachers feel it should be a face to face meeting and often parents send an email. Stephanie Edwards stated that the faculty would like a definition of bullying, a list of behaviors that constitute as bullying, consequences for bullying, the number of times that a teacher should have to meet with a parent and a timeline for the entire process should a complaint of bullying be submitted.

The Board discussed the 3rd grade's request for an Administration and parent meeting with Board members present, and whether Board members should attend. Fran Montano understood why those parents still needed to be heard because they felt certain questions were not be appropriate to ask with their new teacher present. He is considering attending their next meeting to listen and determine if our current policies were followed and are successful, or if perhaps we need new ones.

Setting of Next Agenda

The next regular Board meeting will begin at 7:00pm on March 3, 2011.

MOTION: Su Addison moved to adjourn the meeting. Nile Park seconded the motion. Su Addison, Lori Andrade, Elizabeth Brownlow, Jason Haas, Joan Jaekel, Guillermo Modini, Fran Montano and Nile Park voted in favor. Motion passed.

Meeting adjourned at 12:27pm.

Respectfully submitted by
Lori Andrade, Secretary
OCS Board of Trustees