



Minutes –Approved  
Ocean Charter School Special Board Meeting  
September 6, 2007

Ocean Charter School  
12606 Culver Blvd., Los Angeles 90066  
Called to Order 7:08 pm by Joan Wicks, Board Chairman

Present: Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Beth Rendeiro, Peter Samaranayake, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, Joan Wicks, and Julie Yarnall. A quorum was present.

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

Stoney Westmoreland expressed his appreciation to the Board of Trustees for the attention paid to Fifth Grade issues.

**Approval of Previous Board Meeting Minutes**

**MOTION: Lori Andrade moved to approve the Special Board Meeting minutes from August 18, 2007 as amended.** Beth Rendeiro seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

**OCS Board Appointment**

**MOTION: Leo Trujillo-Cox moved to ratify the election of Stacey Lisker as a non-voting teacher member of the OCS Board of Trustees.** Joan Wicks seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

**Directors' Report and Discussion**

Director Peter Samaranayake reported that on August 31, 2007, the 2007 Growth Academic Performance Index (API) Report reflected OCS as having an API of 823. Charter Renewal efforts are underway and first drafts of each Element are due to the Steering Committee by September 18, 2007. Peter Samaranayake presented the Board with a letter from LAUSD, negotiating the First Amendment and extension of OCS's Charter School Use Agreement for the Walgrove Elementary premises for one additional year through June 30, 2008. The Board discussed OCS Fiscal Policies and Procedures as it relates to resource allocation and redistribution of funds. The Board reviewed dates of the OCS Fiscal Year and faculty's salary payment schedule.



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**MOTION: Jason Haas moved to delegate the authority to the OCS Director to execute the First Amendment to the charter School Use Agreement on the same or substantially similar terms as set forth in the Draft Agreement dated September 6, 2007.** Joan Wicks seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

**ACTION ITEM:** The Finance Committee will review and make a recommendation to the Board regarding how to address payroll distributions in negotiations with Ocean Charter Teacher's Association.

**ACTION ITEM:** Peter Samaranayake will do an analysis of each grades' expenditures once Charter Renewal is complete.

#### **Finance**

Treasurer Wendy Teeter discussed strategic planning and resource allocation for the Specialties program.

**MOTION: Wendy Teeter moved to appoint members to the 2007-2008 OCS Finance Committee:** Voting: Andrea Reibsamen, Fran Montano, Nancy O'Rourke, Elizabeth Koravos, Mary Pavlica, Wendy Teeter and Nonvoting: Debra Bryant, Valentina Vega, Joan Wicks and Dr. Samaranayake (both ex-officio). Jason Haas seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. Nancy O'Rourke abstained. None opposed. Motion passed.

**MOTION: Jason Haas moved to delegate the authority and responsibility for approving the OCS monthly check register to the OCS Finance Committee.** Lori Andrade seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

**ACTION ITEM:** Wendy Teeter will collect names through October 2007 for potential members of a Curriculum Committee which would address long-term strategy for the Specialties program.

#### **Fundraising**



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Nancy O'Rourke provided an update on the Pledge Drive and announced that the 2006-2007 OCS Fundraising Summary was at the printers and would be ready for distribution by late next week.

**ACTION ITEM:** Board members will submit to the Fundraising Committee the names of potential donors.

### **Donor Development**

Karen Wolfe provided an overview of donor activities, planned events such as an art auction and requests for Board assistance.

**ACTION ITEM:** Board members will provide the Donor Development Committee with a list of needs and the Board's strategic planning by October 5, 2007.

**ACTION ITEM:** Board members will identify three to four key messages to communicate to the media for the Donor Development Committee by November 5, 2007.

**ACTION ITEM:** Board members will provide the Donor Development Committee with 2-5 sentence biographies by October 5, 2007.

**ACTION ITEM:** Lori Andrade will provide new non-voting teacher Board member Stacey Lisker with all applicable new member documentation and forms.

### **OCS Complaint Policy**

**MOTION: Jason Haas moved to appoint Jeannie Elmstrom and Beth Rendeiro as OCS Hearing Board Members in compliance with the OCS Complaint Policy.** Joan Wicks seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. Beth Rendeiro abstained. None opposed. Motion passed.

**MOTION: Jason Haas moved to appoint Jeannie Elmstrom as an OCS Grievance Resolution Hearing Board Member in compliance with the Collective Bargaining Agreement with the Ocean Charter Teacher's Association.** Joan Wicks seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.



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**MOTION: Wendy Teeter moved to appoint Deborah Fryman as OCS Ombudsperson.** Leo Trujillo-Cox seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Nancy O'Rourke, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

#### **Board Development**

Jason Haas presented the Acknowledgement of OCS Trustee Obligations. President Joan Wicks reviewed due dates for board questionnaires, resumes and biographies.

**ACTION ITEM:** Board members will complete the Acknowledgement of OCS Trustee Obligation and submit to Lori Andrade.

#### **OCS Director Duties and Deliverables**

Beth Rendeiro reviewed the first draft of the Director's Duties and Deliverables.

#### **Closed Session**

The Board convened into closed session at 9:47pm pursuant to Brown Act sections 54957.6, 54956.9, 54956.8 and 54957.9. Director Peter Samaranayake and Assistant Principals Michelle Hedge and Kristy Mack-Fett were in attendance, then recused themselves from the meeting at 9:48pm. The Board discussed Public Employment, Director position. Director Peter Samaranayake and Assistant Principals Michelle Hedge and Kristy Mack-Fett rejoined the meeting at 10:11pm. The Board then discussed pending litigation and real property negotiation. Teacher Board members Stacey Lisker and Julie Yarnall recused themselves from the meeting at 10:35pm. The Board discussed Labor Negotiations. No actions were taken during the closed session. The Board reconvened to open session at 10:58pm.

Meeting adjourned at 10:59pm.

Respectfully submitted by  
Lori Andrade, Secretary  
OCS Board of Trustees