

Minutes – Approved
Ocean Charter School Board Meeting
December 6, 2006
Ocean Charter School
12606 Culver Blvd., Los Angeles 90066
Called to Order 7:08 pm by Leo Trujillo-Cox, Board Vice-President

Present: Patti Binder, Kami Cotler, Jefferson Eliot, Deborah Fryman, Jason Haas, Colleen Kelly, Sara Maun, Beth Rendeiro, Nancy O'Rourke, Wendy Teeter, and Leo Trujillo-Cox. Lori Andrade, Tamar Kern, and Alex Metcalf were absent. A quorum was present. Cissy Stanford joined the meeting at 7:12 pm.

Open Forum (Opportunity for Public Comments)

Pledge Drive: Colleen Kelly announced that, with two weeks left in the Pledge Drive, slightly more than \$11,000 needs to be raised to meet the \$120,000 target.

Complaint Policy: Leo Trujillo-Cox commended OCS Ombudsperson Beth Brinker for facilitating the resolution of two recent parent complaints.

Previous Board Meeting Minutes Approval

MOTION: Jason Haas moved to approve and adopt the minutes for the November 8, 2006 Board Meeting as record. Colleen Kelly seconded the motion. Jefferson Eliot, Jason Haas, Colleen Kelly, Sara Maun, Beth Rendeiro, Nancy O'Rourke, Cissy Stanford, Wendy Teeter, and Leo Trujillo-Cox voted in favor. None opposed. Patti Binder abstained. Motion passed.

Co-Directors' Discussion

Codirector Kami Cotler reported that Novato School Director Rachel Bishop had visited OCS and shared ideas with the administration and faculty. Novato is a Waldorf-methods school that has been operating for nearly 10 years.

Joan Wicks joined the meeting at 7:30 pm.

Ms. Cotler asked that, as part of the process for applying for accreditation by the Western Association of Schools and College ("WASC"), the Board prepare responses to the governance section of the initial visit application for WASC.

ACTION ITEM: Jason Haas, Beth Rendeiro, and Leo Trujillo-Cox will jointly prepare the answers needed to complete the governance section of the WASC initial visit application by early January 2007.

Finance

Audit: ExEd Representative Tammy Stanton discussed the results of the 2005-2006 Audit for OCS. Ms. Stanton highlighted the absence of any adverse findings in the audit but noted that rising accounting standards will make avoiding adverse findings in future audits more difficult.

MOTION: Wendy Teeter moved to accept the 2005-06 OCS Independent Auditors' Report. Leo Trujillo-Cox seconded the motion. Patti Binder, Jefferson Eliot, Jason Haas, Colleen Kelly, Sara Maun, Beth Rendeiro, Nancy O'Rourke, Wendy Teeter, Cissy Stanford, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

School Credit Card:

MOTION: Wendy Teeter moved to amend the 2005-06 Fiscal Policy and Procedures Handbook to state:

The Board may authorize the Executive Director(s) to open a school credit card account to make authorized purchases. The Executive Director may authorize an individual to make an authorized purchase on behalf of the school.

Colleen Kelly seconded the motion. Patti Binder, Jefferson Eliot, Jason Haas, Colleen Kelly, Sara Maun, Beth Rendeiro, Nancy O'Rourke, Wendy Teeter, Cissy Stanford, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

MOTION: Wendy Teeter moved to allow the Co-Directors to open a credit card. Nancy O'Rourke seconded the motion. Patti Binder, Jefferson Eliot, Jason Haas, Colleen Kelly, Sara Maun, Beth Rendeiro, Nancy O'Rourke, Wendy Teeter, Cissy Stanford, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

Budget: Ms. Stanton discussed the financial documents distributed in advance of the meeting. She explained that the budget discrepancy announced at the November 8, 2006 meeting is actually only half of the amount initially announced. Ms. Teeter and Ms. Stanton explained various ways through which OCS is addressing the remaining budget discrepancy.

Governance

MOTION: Jason Haas moved that:

The Board of Trustees formally designates the OCS Hearing Board to hear the appeals of parent complaints under Article Twelve, Section 3 of the Agreement between Ocean Charter School and the Ocean Charter Teachers Association, in effect from July 1, 2005 through June 30, 2008. To the extent that the Agreement does not establish standards for conducting such appeals, the terms of the OCS Complaint Policy and any OCS Hearing Board procedures shall apply.

Colleen Kelly seconded the motion. Patti Binder, Jefferson Eliot, Jason Haas, Colleen Kelly, Sara Maun, Beth Rendeiro, Nancy O'Rourke, Wendy Teeter, Cissy Stanford, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

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MOTION: Jason Haas moved to amend the minutes for the November 8, 2006 Board Meeting approved as record earlier in the meeting to remove the names of non-voting members that were inadvertently listed as having voted for certain motions in those minutes. Leo Trujillo-Cox seconded the motion. Jefferson Eliot, Jason Haas, Colleen Kelly, Sara Maun, Beth Rendeiro, Nancy O'Rourke, Cissy Stanford, Wendy Teeter, and Leo Trujillo-Cox voted in favor. None opposed. Patti Binder abstained. Motion passed.

Board Management

The Board discussed various approaches for managing Board timelines.

ACTION ITEM: At the end of each school year, the Board will schedule an annual strategic planning date outside of regular Board meeting time to review the past year and set strategic goals for the coming year. Benchmarks will be set and reviewed on a biannual basis.

ACTION ITEM: Beth Rendeiro asked that the Board send a representative to all ACG meetings and make a short (5 minute) presentation to the attendees.

The Board scheduled a retreat for Wednesday, January 17, 2007 at 7 p.m. located at the OCS South Campus. The primary focus of the retreat will be OCS Board committee structure.

OCS Committee Structure

The Board tabled discussion of this topic.

Co-Directors' Duties & Deliverables

ACTION ITEM: The Duties & Deliverables task force is empowered to examine what the long-term duties and deliverables of the OCS Co-Directors should be.

Closed Session

The Board adjourned to closed session at 9:50 p.m. pursuant to Brown Act section 54957.6. School administrator Kristy Mack-Fett was present for the discussion of the first agenda item and left the closed session at 10:05 p.m.

Closed session adjourned: 10:29 pm. The only action taken during the closed session was to extend the meeting by ten minutes to allow the discussion to finish. That motion was brought by Joan Wicks, seconded by Colleen Kelly, and passed unanimously.

Meeting adjourned at 10:30 pm

Respectfully submitted by
Jason Haas, Secretary
OCS Board of Trustees