



Meeting Minutes – Approved
Ocean Charter School Board Meeting Retreat
October 11, 2009

1. The Board Meeting was Called to Order at 9:20 am by Dean Kubani, Board Chair

Present: Su Addison, Elizabeth Brownlow, Kami Cotler, Stephanie Edwards, Charlie Francis, Jason Haas, Joan Jaeckel, Liz Koravos, Dean Kubani, Kristy Mack-Fett, Fran Montano, and Wendy Teeter.

Jami Bright, Tamar Kern and Nile Park were absent.

A quorum was present.

2. Open Forum

Andrea Reibsamen recommended to the Board that the finished OCS Strategic Planning document articulate a commitment to Waldorf-Informed education.

3. Board Calendar

Dean reviewed the Board Calendar template with Board members. Board members made recommendations for clarifications and additions to the calendar.

ACTION ITEM: Dean Kubani will revise the Board Calendar to incorporate input from Board members.

Break

4. Board and Administration Communication w/ OCS Community

Joan Jaeckel reviewed the "Principles of Group Work" to provide a behavioral guideline/process for the discussion about communication at OCS.

The Board recognized the importance of developing successful communication within the OCS community to facilitate the healthy growth of the school. The Board discussed the effectiveness of current communication policies and discussed options for the expanding OCS community to be heard. The Board and administration will continue to look for opportunities to improve communications.

The Board decided to maintain the current format of Board meetings by holding Open Forum at the beginning of each meeting rather than at the beginning of each agenda item. Open Forum allows opportunity for public input regarding agenda and non-agenda items at Board meetings. The Board recognized the need for clarifying the process to the community. The Board also recognized the importance of Committee chair/representative participation in Agenda item discussions at Board meetings.

ACTION ITEM: Dean will draft a letter to the community w/help from Elizabeth Brownlow outlining the Board Meeting Process and Purpose. The letter will clarify opportunities for the OCS community to provide input to OCS.

ACTION ITEM: Kami will coordinate an ACG Agenda Item to present the role of the OCS Board.



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ACTION ITEM: Fran will prepare a list of questions for a Website “How To” guide for OCS.

ACTION ITEM: Stephanie Edwards will contact Mikkel Heimburger in regards to developing the OCS Website Committee as an Administrative Committee to better meet the needs of the community.

The Board established a Behavior Guideline process for communicating and collaborating derived from the “Principles of Group Work” prepared by Joan Jaeckel.

Nile Park joined the meeting at 12:02pm.

Working Lunch

5. OCS Mission, Principles and Process

Su Addison reviewed that the focus of the discussion would be to review the existing Mission/Vision statements for the specific purpose of future use in Strategic Plan refinement and grant applications.

Joan Jaeckel led a discussion revisiting the definitions of Mission, Vision and Culture to ensure that board members used a common language in future work on these subjects.

Board Members agree to define Mission, Vision and Culture as follows:

- MISSION: WHO ARE WE AND WHAT DO WE DO
- VISION: WHY WE ARE DOING WHAT WE DO AND WHERE WE ARE GOING
- CULTURE: CORE PRINCIPLES

ACTION ITEM: Su Addison and Joan Jaeckel will continue to revise the Mission and Vision statements to be consistent with agreed upon definitions for further consideration by the Board.

ACTION ITEM: Su Addison will revise the Culture (Core Principle) section of the Mission/Vision/Culture Board Document column for use in subsequent Faculty, Roundtable and ACG facilitated discussions.

ACTION ITEM: Joan Jaeckel, Kristy Mack-Fett and Kami Cotler will coordinate facilitated discussions on OCS Core Principles for Faculty, Roundtable and ACG review/input using Board Retreat established Behavior Guidelines as “Process.”

6. OCS Mission, Principles and Process

Same as above

7. Advisory Board Discussion

The Board agreed that the finished Strategic Plan be the basis for inviting Advisory Board candidates.

8. OCS Strategic Plan Discussion

The Board discussed and amended the 5 Strategic Directions as presented on the current draft of the



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Strategic Plan. Directions include Growth, Facility, Evolving/Refining Educational Program, Financial Sustainability and Community.

ACTION ITEM: Liz Koravos and Wendy Teeter will revise the current draft of the Strategic Plan document to reflect the amended 5 Strategic Directions and develop a process for community participation and for completion of the Strategic Plan document for use early 2010.

9. Approval of Walgrove Co-location Use Agreement

MOTION: Jason Haas moved to approve the Walgrove co-location use agreement for the 2009/10 school year. Wendy Teeter seconded the motion. Su Addison, Elizabeth Brownlow, Kami Cotler, Charlie Francis, Jason Haas, Joan Jaeckel, Tamar Kern, Dean Kubani, Liz Koravos, Fran Montano, Nile Park and Wendy Teeter voted in favor. Motion passed.

10. The Board Convened to Closed Session at 4:15 pm pursuant to Brown Act sections:

**Personnel Evaluation of Performance
Position: Teacher
Pursuant to Government code: 54957**

11. The Board Reconvened to Open Session at 5:20 pm

12. Review of Action Items

Su Addison will send out listed Action Items for the October 11, 2009 Board Retreat to Board members via e-mail.

13. The Board Meeting was Adjourned 5:22 pm

The next regular board meeting is scheduled for Thursday, November 5, 2009