



Minutes – Approved
Ocean Charter School Board Meeting
January 10, 2008

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, Stacey Lisker, 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)

Ocean Charter Teachers Association members presented a letter to the Board regarding administrative and teacher salary increases, contracts and performance concerns. Parent Lisa Aycock distributed a “Compassionate Communication” pamphlet and discussed communication issues.

Approval of Previous Board Meeting Minutes

MOTION: Lori Andrade moved to approve the Board Meeting minutes from December 6, 2007. Leo Trujillo-Cox seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

Recognition

President Joan Wicks recognized various members of the OCS community for their outstanding contributions towards Charter Renewal, the Pledge Drive, the Book Faire and Barnes and Noble fundraiser. Specific thanks went out to Beth Rendeiro, Andrea Reibsamen, Nancy O’Rourke, Liz Koravos, and Emma Adler. Joan also cited ongoing efforts such as site negotiations and Ocean Charter School Teachers’ union negotiations.

Acknowledgement of Board Correspondence

The Board acknowledged the following Board correspondence from community members:

- An email dated 12/19/07 and letter dated 12/18/07 from Karen Wolfe raising numerous concerns and making several suggestions for community involvement at OCS.



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- An email from Jefferson Eliot dated 12/19/2007 affirming his declination of OCS board service
- An email from Phaedra Cheydleur dated 12/14/07 regarding a gift giving policy
- An email from Jetty Stutzman dated 12/11/07 regarding a teacher gift policy
- An email from Muppe dated 12/10/07 regarding gifting
- An email from Deborah Stambler dated 12/8/07 regarding teacher gifts
- An email from Debbie Smith dated 12/7/07 regarding teacher gifts

OCS Pledge Drive

Nancy O'Rourke provided an update of the 2007-2008 OCS Pledge Drive donations and participation levels as of January 10, 2007, congratulating faculty member Ms. Tamar Kern's class on being the first class in OCS history to achieve 100% participation. Nancy reported that thank you letters, a community "Thank You" valentine flyer and reminders to those that pledged would be sent out shortly. The Board discussed re-opening the pledge drive based on the Governor's expected cuts to K-12 funding.

Ocean Charter School Renewal Petition and Application

Joan Wicks and Dr. Wendy Teeter reviewed the final content and completeness of Ocean Charter's entire Charter Renewal application. Joan demonstrated LAUSD's requirements checklist for compliance in the 16 "Elements", which is a comprehensive review of success in the OCS educational program, governance, finance and school operations.

MOTION: Joan Wicks moved to approve and submit the Ocean Charter School Renewal Petition and Application to the Los Angeles Unified School District.

Wendy Teeter seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, 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 Joyce Johnson of LAUSD visited OCS today and would return for a curriculum review in February.

He also reported that Assistant Pastor Reuben from the Marina Christian Fellowship had indicated that the roots of a bamboo tree planted by OCS may be affecting the plumbing and electrical lines and would have to be removed.

Peter Samaranayake indicated that current attendance is meeting the budgeted 94%; however, we should strive to improve it for increased funding.



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The Board discussed the need for computer donations, as those being currently used by the Administration must be returned for use in the North Campus student computer lab. Peter Samaranayake will send a request for computer donations to the OCS Families yahoo group.

Tammy Stanton of ExED explained that the Consolidated Application for Categorical Aid Program is required by the CDE (California Department of Education) to provide us with federal funding. Ms. Stanton recommended that OCS collect data used for the Free and Reduced Lunch program, as this data will be beneficial when applying for other funding.

MOTION: Dr. Wendy Teeter moved to approve the Consolidated Application for Funding Categorical Aid Program Part II. Leo Trujillo-Cox seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

The Board discussed the Scribner and Smith program to recoup the expense of Collective Bargaining and the cost vs. benefit of the efforts required. Beth Rendeiro asked parents in attendance if they would volunteer.

Peter Samaranayake reported the need for a part-time mental health counselor per Assistant Principal and Resource Specialist, Michelle Hedge. This is an unbudgeted position to meet the needs of our Special Education students.

MOTION: Dr. Wendy Teeter moved the Board of Trustees approve a part-time counselor be added to the OCS Budget at an approximate rate of \$8,000 for the 2007-2008 school year. Leo Trujillo-Cox seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, Leo Trujillo-Cox, and Joan Wicks voted in favor. None opposed. Motion passed.

Joan Wicks left the meeting at 9:25pm.

Vice Chairman Leo Trujillo-Cox led the meeting.



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Finance

MOTION: Dr. Wendy Teeter moved to approve the 2007-2008 OCS Fiscal Policies and Procedures Handbook language regarding paid positions. Lori Andrade seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, and Leo Trujillo-Cox voted in favor. None opposed. Motion passed.

MOTION: Dr. Wendy Teeter moved to approve and accept the October 2007 Financial Statements and Check Register. Leo Trujillo-Cox seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, and Leo Trujillo-Cox voted in favor. None opposed. Motion passed.

Tammy Stanton of ExED reviewed the November 2007 Financials and Check Register.

MOTION: Dr. Wendy Teeter moved to approve and accept the November 2007 Financial Statements and Check Register. Beth Rendeiro seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Beth Rendeiro, Cissy Stanford, Wendy Teeter, and Leo Trujillo-Cox voted in favor. None opposed. Motion passed.

OCS Director Duties and Deliverables

Beth Rendeiro introduced the first draft of the OCS 2007-08 Director's Deliverables. Leo Trujillo-Cox recommended that since the Board and Director Peter Samaranayake had just received the Deliverables, they should be further reviewed and Faculty input should be solicited. Assistant Principal Kristy Mack-Fett suggested assigning each rubric item a weighted value to reflect priorities. Jason Haas suggested multiple tiers rather than addressing each rubric specifically. Peter Samaranayake recommended that the Deliverables rubrics be aligned with the same categories as the Duties. Office Manager Valentina Vega cautioned against the use of language that implies the Director should personally perform the duty rather than allow for delegation to other individuals.

ACTION ITEM: Dr. Wendy Teeter will reformat the OCS Director Deliverables and send them to the Board by January 14, 2008.

Joan Wicks returned to the meeting at 10:00pm.



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Personnel

Leo Trujillo-Cox tabled the review of New Year’s Resolutions on employment policies and practices.

Board Development

Leo Trujillo-Cox reviewed the Board’s intentions to address Charter Renewal training for the Board, as well as OCS Board recruitment and appointments to fill current vacancies.

Joan Wicks resumed leading the meeting at 10:15pm.

Closed Session

The Board convened into closed session at 10:17pm pursuant to Brown Act sections 54956.8 (Real Property Negotiations), 54957.6 (Labor Negotiations), and 54957 (Personnel). Parent Ken Kutcher, Director Peter Samaranayake, Assistant Principal Kristy Mack-Fett, and Office Manager Valentina Vega were in attendance. The Board discussed Real Property Negotiations. Ken Kutcher, Peter Samaranayake, Kristy Mack-Fett, and Valentina Vega left the meeting at 10:30pm. The Board discussed Personnel. Stacey Lisker and Julie Yarnall left the meeting at 11:30pm. The Board discussed Labor Negotiations. No actions were taken during the closed session.

The Board reconvened to open session at 12:14am.

Meeting adjourned at 12:15am.

Respectfully submitted by
Lori Andrade, Secretary
OCS Board of Trustees