



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

**Ocean Charter School**  
**12606 Culver Blvd., Los Angeles 90066**

**Called to Order 7:14 pm by Dean Kubani, Board Chairman**

Present: Su Addison, Lori Andrade, Kami Cotler, Jeannie Elmstrom, Jason Haas, Liz Koravos, Dean Kubani, and Joan Wicks.

Julie Yarnall and Wendy Teeter were absent.

A quorum was present.

**Closed Session**

The Board convened into closed session at 7:15pm pursuant to Brown Act sections 54957.6 (Labor Negotiations), 54957 (Personnel-Public Employee Appointment), and 54956.9 (Anticipated Litigation). Interim Director Kristy Mack-Fett was in attendance.

The Board discussed Labor Negotiations.

**ACTION ITEM:** Lori Andrade and Jason Haas will provide pro bono counselor Joel Allen with contact information of Labor Negotiations members.

The Board discussed Personnel-Public Employee Appointment.

**MOTION: Jason Haas moved to approve the contracts for Stephanie Edwards and Karen Bernstein as Directors of OCS for the 2008-2009 school year.** Jeannie Elmstrom seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jeannie Elmstrom, Jason Haas, Liz Koravos, Dean Kubani, and Joan Wicks voted in favor. None opposed. Motion passed

The Board discussed Anticipated Litigation.

**ACTION ITEM:** Lori Andrade and Kristy Mack-Fett will research the sibling preference policies for the city of Santa Monica school system and report back to the Board for the October 2008 meeting.

The Board reconvened to open session at 8:19pm.



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Lori Andrade reported out the actions that were taken during the closed session.

### **Open Forum**

Andrea Reibsam provided meeting attendees with a brief overview of the newly hired Directors' qualifications. She also announced that former 8<sup>th</sup> grade teacher Ms. Daisy Miller would be the long term substitute for the 4<sup>th</sup> grade while Ms. Stacey Lisker is on leave.

### **Discussion of Board Meeting Process**

Newly appointed Board Chairman, Dean Kubani discussed the process for agenda setting, Board member responsibilities, public input and Board decision-making.

### **Approval of Prior Board Meeting Minutes**

**MOTION: Lori Andrade moved to approve the Special Board Meeting minutes from May 6, 2008.** Jeannie Elmstrom seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Liz Koravos, and Joan Wicks voted in favor. Su Addison, Kami Cotler, and Dean Kubani abstained. None opposed. Motion passed.

**MOTION: Lori Andrade moved to approve the Special Board Meeting minutes from May 16, 2008 as amended.** Jason Haas seconded the motion. Lori Andrade, Jason Haas, Liz Koravos, Dean Kubani and Joan Wicks voted in favor. Su Addison, Kami Cotler, and Jeannie Elmstrom abstained. None opposed. Motion passed.

**MOTION: Lori Andrade moved to approve the Special Board Meeting minutes from May 27, 2008 as amended.** Jason Haas seconded the motion. Lori Andrade, Jeannie Elmstrom, Jason Haas, Dean Kubani and Joan Wicks voted in favor. Su Addison, Kami Cotler, and Liz Koravos abstained. None opposed. Motion passed.

### **Finance**

**MOTION: Liz Koravos moved to approve the May 2008 Financials and Check Register.** Dean Kubani seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jeannie Elmstrom, Jason Haas, Liz Koravos, Dean Kubani, and Joan Wicks voted in favor. None opposed. Motion passed.

### **Strategic Planning and Board Retreat**



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Board members briefly identified future strategic planning issues that need to be addressed by the Board, such as sustainability of Specialty Programs and maintaining small class sizes, donor development and securing a permanent site.

**ACTION ITEM:** Lori Andrade will schedule a Board Retreat approximately the second weekend of Septembers.

#### **Appointment of Board Officer**

**MOTION:** Dean Kubani moved to appoint Kami Cotler as Vice Chair of the OCS Board of Trustees for 2008-2009. Joan Wicks seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jeannie Elmstrom, Jason Haas, Liz Koravos, Dean Kubani, and Joan Wicks voted in favor. None opposed. Motion passed.

#### **Interim Director's Report**

Interim Director Kristy Mack-Fett reported on administrative actions over the summer and preparations for the fall, including hiring, office and classroom moves, Alternative Placement Process, Atlantis Aftercare, OCS/Walgrove relationship and bullying policy.

#### **Appointment of a Task Force to Developer OCS Spanish Program**

The Board identified Claudia Reisenberger, Hiromi Yoneda-Matsue, Jodi Labb and Andrea Reibsam community and faculty members interested in investigating funding options to re-instate and strengthen Spanish language classes at OCS. A task force will be formally appointed once funding was identified.

**ACTION ITEM:** Donor Development and the Grants Committee will research funding sources for Spanish and report back by the September 2008 meeting.

**ACTION ITEM:** Kami Cotler will craft a communication to the OCS Families yahoo group to invite bilingual parent volunteers or current Specialty faculty to hold afterschool classes as part of Aftercare.

#### **Donor Development**

Rowena Macaraeg discussed increasing the amount for the Pledge Drive and recommended a shortened duration of August to Thanksgiving. Liz Koravos offered to meeting with Rowena and Su Addison to determine the amount to request for the Pledge Drive.



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#### **Transitional Team**

The Board discussed the creation of a transitional team to work with the administrative staff to ensure that all administrative functions are maintained throughout the summer and in preparation for the new school year.

**ACTION ITEM:** Lori Andrade will provide Karen Bernstein and Stephanie Edwards with contact information for Board members and Committee Chairs.

#### **Recruitment for Board Appointments**

The Board briefly discussed the process of recruiting candidates to fill vacant Board seats and Ombudspersons for North and South campuses.

**ACTION ITEM:** Dean Kubani will agendaize Board Appointments for the September 2008 meeting.

#### **Appointment of Site Committee**

**MOTION: Dean Kubani moved to create a Site Committee.** Kami Cotler seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jeannie Elmstrom, Jason Haas, Liz Koravos, Dean Kubani, and Joan Wicks voted in favor. None opposed. Motion passed.

**MOTION: Dean Kubani moved to appoint the following individuals as members of the Site Committee: Jefferson Schierbeek, Ken Kutcher, Jim Cheydleur, Karen Bernstein and Liz Koravos.** Kami Cotler seconded the motion. Su Addison, Lori Andrade, Kami Cotler, Jeannie Elmstrom, Jason Haas, Liz Koravos, Dean Kubani, and Joan Wicks voted in favor. None opposed. Motion passed.

#### **Setting of Next Agenda**

The Board proposed agenda items for the next meeting.

Kristy Mack-Fett will review the Director Deliverables and Director Search recommendations to categorize and prioritize each deliverable.

**ACTION ITEM:** Dean Kubani will ask Andrea Reibsamen to draft an announcement of the two newly hired Directors by July 18, 2008.

#### **Closed Session**



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The Board convened into closed session at 11:21pm pursuant to Brown Act section 54957 (Personnel-Public Employee Appointment). Interim Director Kristy Mack-Fett was in attendance. The Board discussed Personnel-Public Employee Appointment.

No actions were taken during the closed session.

The Board reconvened to open session at 11:40pm.

Meeting adjourned at 11:41pm.

Respectfully submitted by  
Lori Andrade, Secretary  
OCS Board of Trustees