



Minutes – Approved  
Ocean Charter School Board Meeting  
April 16, 2009

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

**Called to Order 7:13 pm by Dean Kubani, Board Chairman**

Present: Su Addison, Bobbie Albanese, Lori Andrade, Karen Bernstein, Kami Cotler, Stephanie Edwards, Jami Gazzaniga, Jason Haas, Tamar Kern, Liz Koravos, Dean Kubani, Kristy Mack-Fett, Fran Montano, Nile Park, Wendy Teeter and Joan Wicks.

No members were absent.

A quorum was present.

Directors Karen Bernstein and Stephanie Edwards, Assistant Principal Kristy Mack-Fett, Jami Gazzaniga and Tamar Kern recused themselves from the meeting at 7:13pm.

**Closed Session**

The Board convened into closed session at 7:14pm pursuant to Brown Act section 54957 to discuss Personnel – Evaluation of Performance – OCS Directors.

Nile Park arrived to the meeting at 7:19pm.

The Board reconvened to open session at 7:57pm.

Karen Bernstein, Stephanie Edwards, Kristy Mack-Fett, Jami Gazzaniga and Tamar Kern rejoined the meeting at 7:57pm.

**Open Forum**

Liz Koravos announced that OCS has been awarded some or all of the Japanese Grant.

Rachelle Nelson-McCloud read her letter to the Board regarding her non-renewal.

Parents Beth Rubenstein, Jeanne Ortiz-Green, Jill Ahearn, Faith Foss and Stephanie Nevels-Yanchar read their letters to the Board on behalf of Rachelle Nelson-McCloud and regarding Special Education services at OCS.

Parent Jessica Ortega Mira asked about reinstating Spanish or perhaps offering it as an after school enrichment program.



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Parent Lisa Aycock recommended that OCS hire additional support for Special Education services.

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

**MOTION: Lori Andrade moved to approve the Board Meeting minutes from March 5, 2009 as amended.** Bobbie Albanese seconded the motion. Bobbie Albanese, Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Fran Montano, Nile Park, Wendy Teeter and Joan Wicks voted in favor.

### **Finance**

John Vargas of Excellent Education reviewed the February 2009 Financials and Check Register.

**MOTION: Liz Koravos moved to accept the notes to the February 2009 financials.** Wendy Teeter seconded the motion. Bobbie Albanese, Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Fran Montano, Nile Park, Wendy Teeter and Joan Wicks voted in favor. Motion passed.

**MOTION: Liz Koravos moved to approve the February 2009 check register.** Dean Kubani seconded the motion. Bobbie Albanese, Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Fran Montano, Nile Park, Wendy Teeter and Joan Wicks voted in favor. Motion passed.

John Vargas presented a revised Form 990, which includes nine required policies and is due by June 30, 2009. He requested that the Board approves draft policies at the May Board meeting. John also reviewed the Charter Schools Development Center's April 16, 2009 report on stimulus money for charter schools. Class-Size Reduction funding will be limited for the next five years based on the number of classes we have in 2008-2009. This means this particular funding will be capped despite our school's growth.

Liz Koravos reviewed the Finance Committee's recommended revisions to the OCS Fiscal Policies and Procedures.

**MOTION: Liz Koravos moved to approve the OCS Revised 2008-2009 Fiscal Policies and Procedures as amended.** Wendy Teeter seconded the motion. Bobbie Albanese, Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean



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Kubani, Fran Montano, Nile Park, Wendy Teeter and Joan Wicks voted in favor. Motion passed.

**ACTION ITEM:** Dean Kubani will send the Board a copy of the document for the 2009-2010 Budget Process.

The Finance Committee will review the draft Budget at the May 5, 2009 Finance meeting, then present it to the Board at the May 7, 2009 Board meeting. The Board will pass the 2009-2010 Budget at the June 4, 2009 or June 11, 2009 meeting.

### **Directors' Report**

Directors Karen Bernstein and Stephanie Edwards and Assistant Principal Kristy Mack-Fett reviewed the Directors' Report. The Administration and Board discussed the Math Committee's development of standard math assessments. During Charter Renewal, we reviewed where our curriculum aligns with the state standards. It was determined that we needed to create our own assessments to monitor our improvement in the areas where we do not align. Bobbie Albanese commented on state versus national standards and requested that OCS assessment standards be clearly communicated to and understood by parents.

### **Selection of Board Election Chair**

The Board reviewed the process of appointing a Board Election Chair to work with the ACG Election Chair, Beth Brinker, to hold the 2009-2010 Board and ACG elections. Jason Haas voiced concerns regarding the previous year's elections when candidates ran unopposed.

**MOTION: Liz Koravos moved to appoint Lori Andrade as the Board Election Chair for the 2009-2010 Board and ACG elections.** Kami Cotler seconded the motion. Bobbie Albanese, Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Fran Montano, Nile Park, Wendy Teeter and Joan Wicks voted in favor. Motion passed.

### **OCS Mission, Principles and Process**

Su Addison distributed a draft of the OCS Mission, Principles and decision-making Process, and requested that Board members submit any comments or revisions to her.

### **Class-Size Sub-Committee Update**



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Kristy Mack-Fett clarified that the Class-Size analysis was done as due-diligence for budget, funding and site discussions. Liz Koravos stated that only the Class-Size Reduction funding is capped at the current number of classrooms, but all other funding would increase. Finance member Charlie Francis reviewed six scenarios with various class sizes and number of classes. Adding classes would increase our funding. The Board discussed the sustainability of our programs, diversity and future fundraising abilities.

**ACTION ITEM:** The Class-Size Sub-Committee will re-evaluate all scenarios based on the Class-Size Reduction funding change.

#### **Diversity**

Elizabeth Brownlow reviewed the Diversity Annual Report. The Diversity Committee requested the Board's consensus to send out a packet to the community. Jami Gazzaniga requested that the information be presented to the faculty before being sent to the community, so that they may provide input. The Diversity Committee also requested that the Board address policies for funding instructional materials such as food and field trips, and how after school enrichment programs are offered at OCS.

#### **Site Task Force Update**

Jefferson Schierbeek provided a cost per square foot comparison of buildings only on both campus sites. He reviewed LAUSD's final Proposition 39 offer for the North Campus, consisting of 10 rooms for 2009-2010 and 8 rooms for 2010-2011. LAUSD requires notification before May 1, 2009 that the Board has ratified the Proposition 39 Co-Location Agreement for 2009-2010 and 2010-2011. We continue to work towards a longer-term solution with LAUSD.

**ACTION ITEM:** Dean Kubani will schedule a Special Board meeting for Thursday, April 23, 2009 at 7:00pm on South Campus.

#### **Donor Development**

Su Addison and Tamar Kern will provide a draft of a proposed OCS Advisory Board. OCS does not qualify for many grants, so we are focusing on large donors.

#### **Policy Committee Update**

The Policy Committee met on April 6, 2009 to review the Charter Schools Development Center's "Sample Charter School Governing Board Policies". They identified policies which need to be established, or exist but require updating by the Administration,



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Finance or Governance. The Board discussed field trip “scholarships” to minimize the burden on families. Wendy Teeter stated that OCS already has most of the nine policies required for the Form 990 and some are in the OCS Fiscal Policies and Procedures.

**ACTION ITEM:** Wendy Teeter and Bobbie Albanese will compile the nine policies required for the Form 990.

**Technology Committee Update**

This agenda item was postponed for a future Board meeting.

**Setting of Next Agenda**

The Board reviewed agenda items for the next regular Board meeting on May 7, 2009. All agreed to schedule one hour to discuss the 2009-2010 OCS Budget draft.

**Closed Session**

The Board convened into closed session at 10:53pm pursuant to Brown Act section 54957 to discuss Appointment – Reading Club Substitute and Personnel – Evaluation of Performance – non-OCTA employees.

The Board reconvened to open session at 11:19pm.

**MOTION: Kami Cotler moved that the Board create an after school Reading position.** Bobbie Albanese seconded the motion. Bobbie Albanese, Su Addison, Lori Andrade, Kami Cotler, Jason Haas, Liz Koravos, Dean Kubani, Fran Montano, Nile Park, Wendy Teeter and Joan Wicks voted in favor. Motion passed.

Meeting adjourned at 11:20pm.

Respectfully submitted by  
Lori Andrade, Secretary  
OCS Board of Trustees