



Meeting Minutes – Approved  
Ocean Charter School Board Meeting  
September 3, 2009

**Ocean Charter School**  
13151 Appleton Way Los Angeles, CA 90066

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**1. The Board Meeting was Called to Order at 7:05 pm by Dean Kubani, Board Chair**

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

Kristy Mack-Fett, Tamar Kern and Jamie Gazzaniga were absent.

A quorum was present.

**5. Approval of Prior Board Meeting Minutes**

**MOTION: Su Addison moved to approve the Board Meeting minutes from August 13, 2009 as amended.** Kami Cotler seconded the motion. Su Addison, Elizabeth Brownlow, Kami Cotler, Charlie Francis, Jason Haas Joan Jaeckel, Liz Koravos, Fran Montano and Nile Park voted in favor. Wendy Teeter and Dean Kubani abstained. Motion passed.

**MOTION: Su Addison moved to approve the Special Board Meeting minutes from August 27, 2009 as amended.** Jason Haas seconded the motion. Su Addison, Elizabeth Brownlow, Jason Haas, Joan Jaeckel, Liz Koravos, Dean Kubani, Nile Park and Wendy Teeter voted in favor. Charlie Francis, Fran Montano, and Kami Cotler abstained. Motion passed.

**2. The Board Convened to Closed Session at 7:12 pm pursuant to Brown Act sections (Conference with Labor Negotiator--Employee Organization: OCTA)-54957 .6.**

Todd Mobley and Joel Alan were present for Closed Session

**MOTION: Dean Kubani moved to appoint Fran Montano as the alternate Grievance Resolution Committee member.** Liz Koravos seconded the motion. Su Addison, Elizabeth Brownlow, Kami Cotler, Charlie Francis, Joan Jaeckel, Liz Koravos, Dean Kubani, Fran Montano and Wendy Teeter voted in favor. Jason Haas and Nile Park abstained. Motion passed.

**3. The Board Reconvened to Open Session at 8:14pm**



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#### 4. Open Forum

Parents Deborah Stambler and Tammy Stanton expressed concern about test scores and requested strong math support for the current 8<sup>th</sup> grade class.

Parents Karen Wolfe, Birgitta Kastenbaum and Lance Richter described the effect of the end of day campus closures on the parent community, and requested an alternate solution that allows parents to socialize.

#### 6. Finance

Liz Koravos reviewed the July 2009 Financials and Check Register.

**MOTION: Liz Koravos moved to accept the July 2009 financials.** Wendy Teeter seconded the motion. Su Addison, Elizabeth Brownlow, Kami Cotler, Charlie Francis, Jason Haas, Joan Jaeckel, Liz Koravos, Dean Kubani, Fran Montano, Nile Park and Wendy Teeter voted in favor. Motion passed.

**MOTION: Liz Koravos moved to approve the July 2009 check register.** Charlie Francis seconded the motion. Su Addison, Elizabeth Brownlow, Kami Cotler, Charlie Francis, Jason Haas, Joan Jaeckel, Liz Koravos, Dean Kubani, Fran Montano, Nile Park and Wendy Teeter voted in favor. Motion passed.

Kristy Mack-Fett joined the meeting at 8:35

#### 7. Director's Report

Kristy Mack-Fett reported neighborhood concern regarding North Campus traffic at pick-up. She will monitor the situation and reiterate safety protocol to OCS Families.

Liz Koravos requested that the Board receive a baseline report of the math assessments when they are completed.

Stephanie informed the Board that the enrollment in aftercare was growing because of participation by the Goethe Charter.

Kristy described middle school math program improvements, including hiring an Algebra teacher, a separate track for accelerated math, faculty mentoring and afterschool intervention.



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**ACTION ITEM:**

Stephanie Edwards and Kristy Mack-Fett will include the feedback obtained in exit interviews from families who have left OCS in next month's Director's Report.

**ACTION ITEM:**

Stephanie Edwards will consider adjustments for the aftercare program to accommodate community building time afterschool and will bring recommendations to the next Board Meeting.

**8. Discussion of Director's Deliverables**

Board members will review the draft Directors Deliverables and submit feedback to Su Addison, Liz Koravos and Kami Cotler to finalize the document.

**ACTION ITEM:**

Stephanie Edwards and Kristy Mack-Fett will propose a process and timeline to communicate a finalized bell schedule/calendar to OCS families prior to the end of the 2009/1010 school year.

**9. Board Retreat Scheduling Discussion**

The Board Retreat will take place on Sunday October 11, 2009.

It will include the following topics:

- Board Calendar
- OCS Mission, Principles and Process
- Advisory Board Strategic Planning

**ACTION ITEM:**

Dean Kubani will finalize details for the Board Retreat to be held on October 11.

**10. Governance Committee Update and Discussion**

**ACTION ITEM:**

Wendy Teeter will call a meeting for potential new members to the Governance Committee to present the task of reviewing the list of outstanding draft policies. She will bring names of potential committee candidates for appointment to the next Board Meeting.

**11. Discussion Regarding Potential Partnership with el Rio Charter**



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Joan Jaeckel discussed her ideas of OCS joining the El Rio Charter School Development Team and exploring shared resources such as facilities, teachers and dissemination grants. It was decided that the OCS Board would like to continue receiving updates on El Rio's progress and potential opportunities for OCS participation.

**ACTION ITEM:** Su Addison will work with Charlie Francis to set up a public Google site for OCS community members to access Board documents.

**12. Site Task Force Update**

Jefferson Schierbeek, committee chair, reported on recent activities of the site committee and progress of the 1D application due September 28.

**ACTION ITEM:**

Su Addison will compile Board member information required for the 1D application and forward to Jefferson Schierbeek.

**13. Diversity Committee Update**

Elizabeth Brownlow reported on recent activities of the Diversity Committee. Nile Park will attend the next Diversity Committee meeting as the second Board member representative.

**14. Setting of Next Agenda**

Standing Items

- a. Directors' Report
  - i. Academic Achievement Strategic Plan Update
  - ii. Other items as necessary
- b. Finance Approvals
- c. Site Task Force Update
- d. Diversity Committee Update
- e. Discussion of Board Vacancy (*Diversity committee will report back regarding processes for identifying more diverse board candidates. Board will decide on process to fill vacancy*)
- f. Pledge Drive Update
- g. Adoption of Director's Deliverables
- h. Approval of Parent Handbook

The Employee Handbook will be distributed



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Items for future meetings:

- Finalize Board Calendar (Retreat)
- OCS Mission, Principles and Process (Retreat)

**15. Action Items were reviewed**

**16. The Board Meeting was adjourned at 10:01**

**The next board meeting is scheduled for Thursday, October 1, 2009**

Respectfully submitted by  
Su Addison Secretary  
OCS Board of Trustees