

**MEETING MINUTES**  
**OLIVE GROVE CHARTER SCHOOL**  
**BOARD OF DIRECTORS**  
**Date: Tuesday, January 26th, 2021**  
**Time: 6:00 p.m. (Pacific Daylight Time)**

**Teleconference Number:**  
631-538-0643 (281 274 036#)

**CALL TO ORDER**

Deb Willems calls the Olive Grove Charter, Inc. to order at 6:04 p.m.

**ROLL CALL**

Deb Willems-present  
Perisa Brown-present  
Hank Gallina-present  
Jackie Heidt-present  
Lisa Morales-absent

**APPROVAL OF AGENDA**

**MOTION:** Deb Willems moved to approve the Action Agenda as presented. Hank Gallina  
Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

**PUBLIC COMMUNICATION ON NON-AGENDA ITEMS**

None

**PUBLIC COMMUNICATION ON AGENDA ITEMS**

None

**Reports/Trainings/Presentations**

Executive Directors Report-Meg Rydman shared the loss of specific positions including the  
Director of Student Services. COVID update is to remain remote.

Board Members Report- Continuing to solicit other members including parents and community  
members to have a diverse board.

Financial Report- Presented by Kristin Nowak from CSMC. Presented on November/December board reports and November/December Cash flow.

Presentation from Stacey Bean-Adams, the Buellton and Santa Barbara Learning Center Director, addressed senior support.

Discussed meeting with counselors, credit check summaries, weekly college/career workshops, financial aid support, Senior 101 presentation, College application workshops, parent groups, Wellness Wednesday, and student/parent Q & A drop in.

Trainings-none

### **APPROVAL OF CONSENT AGENDA**

**MOTION:** Deb Willems moved to approve the Consent Agenda including Board Minutes from December 8th, 2020 as presented. Hank Gallina Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

### **ACTION ITEMS**

**MOTION:** Deb Willems moved to approve the acceptance 2019-2020 Audit Report for Olive Grove Charter Schools, Inc. Jackie Heidt Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

Tom Nichols from CSMC presented on Fiscal Policies and Procedures including changes and enhancements.

**MOTION:** Deb Willems moved to approve the Fiscal Policies and Procedures for Olive Grove Charter Schools, Inc. Henry Gallina Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

Meg Rydman Recommended the Board approve Lumen. The costs are lower than CAM (Charter Asset Management) but it is structured similarly, in that Olive Grove can borrow if/when Olive Grove has a need. There is no obligation to take a particular amount.

**MOTION:** Deb Willems moved to approve the Financial Option Lumen for Olive Grove Charter Schools, Inc. Jackie Heidt Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

California Education Code sections 32280-32288 outline the requirements for all California public schools operating a kindergarten and grades 1 to 12 inclusive, to develop a comprehensive school safety plan addressing the safety concerns relevant to the needs and resources of the particular school. This comprehensive Safety Plan will be reviewed, updated, and adopted by March 1<sup>st</sup> every year. In July of every year, the school will report on the status of the school's safety plan including a description of its key elements in the annual school accountability report card.

**MOTION:** Deb Willems moved to approve the Comprehensive Safety Plan for Olive Grove Charter Schools, Inc. Hank Gallina Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

Olive Grove Charter Schools, Inc. (OGCS) wishes to ensure a safe and healthy environment for employees, staff, and students. Communicable and infectious diseases are minimized by providing prevention, education, identification through examination, surveillance, immunization, treatment and follow-up, isolation, and reporting.

**MOTION:** Deb Willems moved to approve the COVID-19 Prevention Program for Olive Grove Charter Schools, Inc. Hank Gallina Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals

for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

**MOTION:** Deb Willems moved to approve the 2019-2020 School Accountability Report Cards SARC for each Olive Grove Charter School. 2019-2020 SARC-Olive Grove Charter-Buellton, 2019-2020 SARC-Olive Grove Charter-Lompoc, 2019-2020 SARC-Olive Grove Charter-Orcutt/Santa Maria, 2019-2020 SARC-Olive Grove Charter-Santa Barbara. Hank Gallina Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

SLO LC Rent Costs move to a new monthly cost of \$17,529.00 compared to the previous monthly cost of \$9,442.14. This will be an increase of \$8,086.86. Buellton lease will be a three- year agreement.

**MOTION:** Deb Willems moved to approve the Lease Amendments for San Luis Obispo Learning Center and Buellton Learning Center. Jackie Heidt Seconded.

A vote of 4-0. **ADOPTED**

Deb Willems (Y) Perisa Brown (Y) Hank Gallina (Y) Jackie Heidt (Y) Lisa Morales (A)

## **DISCUSSION/INFORMATIONAL ITEMS**

Discuss compliance with the Children’s Internet Protection Act (CIPA)

Olive Grove Charter Schools, Inc is in compliance with the Children’s Internet Protection Act (CIPA). Olive Grove uses GoGuardian for technology protection measure (internet filtering software). GoGuardian protects against access by adults and minors to visual depictions that are obscene, child pornography, or- with respect to use of computers with internet access by minors-harmful to minors. It may be disabled for adults engaged in bona fide research or other lawful purposes.

Olive Grove district policy includes monitoring the online activities of minors.

Olive Grove’s Internet Safety Policy addresses the following as required by CIPA:

- Access by minors to inappropriate matter on the internet and World Wide Web;
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;

- Unauthorized access, including so-called “hacking,” and other unlawful activities by minors online;
- Unauthorized disclosure, use, and dissemination of personal information regarding minors;
- Measures designed to restrict minors’ access to materials harmful to minors; and
- Educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

### California School Dashboard

Board Business- discussed scheduling additional Board meeting date for policy review on Tuesday, February 23<sup>rd</sup>, 2021.

New Business/Future Agenda Items-Forms 700 and graduation

### **NEXT MEETING DATE**

Tuesday, March 9, 2021, 6pm

### **ADJOURNMENT**

The meeting was adjourned at 8:16 p.m.