

**MEETING MINUTES**  
**OLIVE GROVE CHARTER SCHOOL**  
**BOARD OF DIRECTORS**  
**Date: Tuesday, August 10th, 2021**  
**Time: 4:00 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 4:08 p.m.

**ROLL CALL**

Deb Willems-present

Perisa Brown-absent

Hank Gallina-present

Jackie Heidt-present

**APPROVAL OF AGENDA**

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

A vote of 3-0. **ADOPTED**

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

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**APPROVAL OF CONSENT AGENDA**

**MOTION:** Deb Willems moved to approve the Consent Agenda including Board Minutes  
from June 15<sup>th</sup>,2021 and the renewal of Renaissance Star 360 Assessment System as  
presented. Jackie Heidt Seconded.

A vote of 3-0. **ADOPTED**

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

## **CALL TO CLOSE SESSION @ 4:10**

### **CLOSED SESSION ITEMS**

Conference with Labor Negotiator

## **RETURN TO OPEN SESSION @ 4:15**

### **REPORT ACTION FORM CLOSED SESSION**

Nothing to Report

### **Reports/Trainings/Presentations**

Executive Directors Report-Introductions were made for the Director of Education and Student Support and the Director of Human Resources. School is reopening with safety measures in place but allowing for a virtual option available. School will start on Thursday. Staff started Monday and had an orientation today. Renaissance will start next week. Discussed daily engagement and synchronous instruction. Notification of Two-Year Extension of Charter Term for the Olive Grove Charter Schools.

Board Members Report- nothing to report

Financial Report-presented by Mari Michel and Kristin Nowak

Presentations-none

Trainings-none

Prior to any Board action to approve any decisions regarding executive compensation, the Board must first exercise due diligence to ensure compliance with IRS restrictions on excess compensation for nonprofit executives, including a Charter School Executive Director.

### **ACTION ITEMS**

**MOTION:** Deb Willems moved to approve/ratify the Compensation Comparability Study for the Executive Director Position. Jackie Heidt Seconded.

A vote of 3-0. **ADOPTED**

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

Board Chair: Required Oral Report Regarding Board Approval of Executive Director Contract.

Board chair required by law to note the following, prior to any Board vote: The board will be voting to approve an amendment to the Executive Director's employment agreement which will include a three percent base salary increase which amounts to \$149,350.00 Effective July

1,2021, and the Board will be providing a one-time taxable payment in the amount of \$5,000, to be paid no later than September 1, 2021. All other terms of the current employment agreement with the Executive Director remain in force and effect. I would also note that the above-referenced salary enhancements are wholly in keeping with the compensation comparability study the board has received.

**MOTION:** Deb Willems moved to approve the ratification/approval of the Executive Director Contract. Hank Gallina Seconded.

A vote of 3-0. **ADOPTED**

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

Olive Grove Charter Schools, Inc. shall offer independent study to meet the educational needs of pupils enrolled in the Charter School. The Board recognizes that independent study may be used as an option to encourage pupils to remain in school.

Public Hearing for the Independent Study Policy.

Open Public Hearing at 4:37 p.m.

Close Public Hearing at 4:40 p.m.

The Board shall consider adoption of an Independent Study Policy in accordance with the requirements of Education Code Section 51747.

**MOTION:** Deb Willems moved to approve the Independent Study Policy. Hank Gallina Seconded.

A vote of 3-0. **ADOPTED**

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

Be it resolved that the Education Protection Account funds to be received by OGCS Schools for FY 2021-22 will be used solely for instructional, non-administrative expenses.

**MOTION:** Deb Willems moved to approve the 2021-2022 EPA Resolution -Olive Grove Charter -Buellton, 2021-2022 EPA Resolution -Olive Grove Charter-Lompoc, 2021-2022 EPA Resolution -Olive Grove Charter-Orcutt/Santa Maria, 2021-2022 EPA Resolution -Olive Grove Charter-Santa Barbara. Hank Gallina Seconded.

A vote of 3-0. **ADOPTED**

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

Submission of Certification of Assurances is required every fiscal year.

**MOTION:** Deb Willems moved to approve the 2021-2022 Consolidated Application-Olive Grove Charter-Buellton, the 2021-2022 Consolidated Application-Olive Grove Charter-Lompoc, the 2021-2022 Consolidated Application-Olive Grove Charter-Orcutt/Santa Maria, and the 2021-2022 Consolidated Application-Olive Grove Charter-Santa Barbara. Jackie Heidt Seconded.

A vote of 3-0. **ADOPTED**

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

**MOTION:** Deb Willems moved to approve the revision to reserve calculation basis for transfers in OGCS, Inc. Fiscal Policies and Procedures, section 305 Expenditures p.8. Jackie Heidt Seconded.

A vote of 3-0. **ADOPTED**

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

OGCS intends to fully reopen its learning centers to provide full access to a variety of in-person services to its students. OGCS will maintain a fully virtual option for any student who is hesitant to return in person.

**MOTION:** Deb Willems moved to approve the Safe Return to In-Person Instruction Plan. Hank Gallina Seconded.

A vote of 3-0. **ADOPTED**

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

**MOTION:** Deb Willems moved to approve the updated COVID-19 Prevention Program. Hank Gallina Seconded.

A vote of 3-0. **ADOPTED**

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

**MOTION:** Deb Willems moved to review/approve the COVID-19 Vaccination Policy. Hank Gallina Seconded.

A vote of 3-0. **ADOPTED**

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

**MOTION:** Deb Willems moved to review/approve the Telework Policy. Hank Gallina Seconded.

A vote of 3-0. **ADOPTED**

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

**DISCUSSION/INFORMATIONAL ITEMS**

- A. Notification of Two-Year Extension of Charter Term for the Olive Grove Charter Schools
- B. Spring 2021 Summative Assessment Results for Buellton, Lompoc, Orcutt/Santa Maria, and Santa Barbara.
- C. Board Business- consideration/discussion of planned location(s) of future in-person Board meetings
- D. New Business/Future Agenda Items-2021-2022 Proposed Board Meeting Dates

**NEXT MEETING DATE**

September 14, 2021, @ 4p.m.

**ADJOURNMENT**

The meeting was adjourned at 5:35 p.m.