



OLIVE GROVE CHARTER SCHOOLS, INC.

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

Thursday, August 18, 2022, 4:00 pm (Pacific Time)

*Held via teleconference*

Dial phone number: 484-469-5566, Enter PIN: 716 231 706#

Pursuant to action taken by this Board within the last 30 days, this meeting was held via teleconference.

*On August 8, 2022 the Charter School Board of Directors determined, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and found the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.*

## MINUTES

### 1. CALL TO ORDER

Deb Willems called the meeting of the Olive Grove Charter Schools, Inc. Board of Directors to order at 4:03pm.

### 2. ROLL CALL

Deb Willems, Board Chair - Present

Hank Gallina - Present

Jackie Heidt - Present

### 3. APPROVAL OF AGENDA

**MOTION:** Deb Willems moved to approve the agenda as presented/amended.

Hank Gallina seconded.

**APPROVED** by a vote of 3-0.

Deb Willems (Y) Hank Gallina (Y) Jackie Heidt (Y)

### 4. PUBLIC COMMENT

None

### 5. APPROVAL OF CONSENT AGENDA

**MOTION:** Deb Willems moved to approve the consent agenda as presented, which included the minutes from Board meetings on June 23, 2022 and August 8, 2022.

Hank Gallina seconded.

**APPROVED** by a vote of 3-0.

Deb Willems (Y) Hank Gallina (Y) Jackie Heidt (Y)

### 6. REPORTS/ TRAININGS/ PRESENTATIONS

A. Reports

i. Executive Director's Report

Meg Rydman told the Board school year 22/23 is up and running. All staff and students are on board, including 13 returning and 7 new teachers, 2 new counselors, 1 counselor on LOA, 3 LC Directors, 4 case managers, 2 returning FSCs and 1 new, 2 returning tutors, 2 open tutor positions, all DO staff has returned, vacancy for Admin. Asst. As of today there are 381 students enrolled, capacity for 441. 79 SPED, 18 EL, 5 TBD. Enrollment is fluctuating still. We will likely reach capacity with those on the interest list students (73). Full return to our LCs for in person learning with virtual options. Received Spring 22 state assessment results - ELA 37% met standards, 63% did not demonstrate levels of proficiency. Math 9% met standards 91% did not meet standards. There is work to be done to improve scores. Focus on efforts for in person learning, bridges to success, tutors. Increase parent/guardian engagement and support. Created links to website to resources helping the engagement and learning process.

ii. Board Members' Reports  
None

iii. Fiscal Update

Kristin Nowak provided the Board with a fiscal update. Closing OGCS books for fiscal year. Next board meeting she will present unaudited actuals, EPA report out and forward looking resolution, application for title funding. Budget trailer bill added additional COLA on top of anticipated, reaches 12.84 % more on each dollar from base funding. Still have work to do to direct additional funds towards instructional purposes. Budget revisions in December will look quite different from adopted budgets for two reasons - 1) LCFF revenues coming a lot higher and 2) there is new block grant funding coming through. We only have estimates for those block grant allocations but it's a lot of new revenues coming in.

B. Presentations  
None

C. Trainings  
None

## 7. ACTION ITEMS

A. Approval of Education for Homeless Children and Youth Policy

**MOTION:** Deb Willems moved to approve the Education for Homeless Children and Youth Policy. Hank Gallina seconded.

**DISCUSSION:** Replacing/revising "Homeless Education Policy" adopted 07-12-2016; crafted based on template provided by legal counsel; designates Johanna Chase as OGCS's Charter School Liaison for homeless students. Includes definitions and provisions for homeless youth enrollment in OGCS, housing questionnaire, transportation, training and PD for staff and liaison, redefined grad requirements, acceptance of course work, annual review of policy. The policy will be posted on the school's website. OGCS currently serves approximately 5-10 homeless youth.

**APPROVED** by a vote of 3-0.

Deb Willems (Y) Hank Gallina (Y) Jackie Heidt (Y)

B. Approval of Education of Foster and Mobile Youth Policy

**MOTION:** Deb Willems moved to approve the Education of Foster and Mobile Youth Policy. Hank Gallina seconded.

**DISCUSSION:** New policy necessary to provide structure and guidance for addressing the needs of foster and mobile youth; crafted based on template provided by legal counsel; designates Johanna Chase as OGCS's Foster and Mobile Youth Liaison. Similar to homeless youth policy, includes definitions and provisions for transportation, absences, grades, transfer of course work and credits, other elements of activities for after school, student records, and handling complaints. OGCS currently serves 2-3 foster youth.

**APPROVED** by a vote of 3-0.

Deb Willems (Y) Hank Gallina (Y) Jackie Heidt (Y)

C. Approval of OGCS, Inc. Employee Handbook

**MOTION:** Deb Willems moved to approve the revised OGCS, Inc. Employee Handbook. Jackie Heidt seconded.

**DISCUSSION:** Reviewed and updated by legal counsel. It has been kept up to date. Few minor changes with verbiage and grammatics. Added some language: best practices and recommendations. No significant changes or practices. Once the Board approves, OGCS will roll out to staff and have staff acknowledgements returned to HR.

**APPROVED** by a vote of 3-0.

Deb Willems (Y) Hank Gallina (Y) Jackie Heidt (Y)

D. Review/Approval of OGCS Inc. Safe Return to In Person Instruction Plan

**MOTION:** Deb Willems moved to approve the revised OGCS Inc. Safe Return to In Person Instruction Plan. Jackie Heidt seconded.

**DISCUSSION:** Adoption of this plan was required as a condition of receiving ESSER III Federal COVID funds. LEAs are required to review this plan at least every 6 months. This version reflects the most recent [CDPH Guidance for K–12 Schools to Support Safe In-Person Learning, 2022–2023 School Year](#) (published June 30, 2022) COVID guidance continue to evolve. In concurrence with the latest guidance for CDPH for 22/23 school year. Focus on testing, masking if exposed or recovering, hand washing and cleanliness. Routine cleaning is adequate. Managing students with COVID and continuing to advocate vaccinations for all eligible.

**APPROVED** by a vote of 3-0.

Deb Willems (Y) Hank Gallina (Y) Jackie Heidt (Y)

## 8. DISCUSSION/INFORMATIONAL ITEMS

A. Board Business

None

B. New Business/Future Agenda Items

i. 2022-23 Proposed Board Meeting Dates

**DISCUSSION:** As written, this proposed schedule includes 10 regular meetings, with no meeting scheduled in October or April. One meeting in June is scheduled primarily as a public hearing for the LCAPs. The Board agrees with this schedule and will plan on the dates for meetings as written with the exception of December. The December meeting will be rescheduled for Dec. 15.

**9. CLOSED SESSION**

The Board entered closed session at 4:41pm.

- Conference with Legal Counsel - Existing Litigation (§ 54956.9) Name of Case: OAH Case No 2022040550

**RETURN TO OPEN SESSION**

The Board returned to open session at 5:17pm.

**ROLL CALL**

Deb Willems - Present

Hank Gallina - Present

Jackie Heidt - Present

**10. REPORT ACTION FROM CLOSED SESSION**

The Board authorized the Executive Director and legal counsel to take action.

**11. NEXT MEETING DATE**

- September 8, 2022, 4:00pm

**12. ADJOURNMENT**

The meeting was adjourned at 5:18pm.