



OLIVE GROVE CHARTER SCHOOLS, INC.

BOARD OF DIRECTORS

REGULAR MEETING MINUTES

Thursday, February 9, 2023, 4:00 pm (Pacific Time)

*Public access via telephone*

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

## MINUTES

### 1. CALL TO ORDER

Jackie Heidt called the meeting of the Olive Grove Charter Schools, Inc. Board of Directors to order at 4:01pm.

### 2. ROLL CALL

Deb Willems, Board Chair	absent
Hank Gallina	present
Jackie Heidt	present

### 1. APPROVAL OF BOARD FINDINGS TO CONDUCT THIS MEETING VIRTUALLY, pursuant to Government Code Section 54953(e)

**MOTION:** Jackie Heidt moved to approve the Board findings to conduct this meeting virtually, pursuant to Government Code Section 54953(e).

**SECONDED:** Hank Galina

**DISCUSSION:** None

**APPROVED** by a vote of 2-0

Hank Gallina (Y) Jackie Heidt (Y)

### 3. APPROVAL OF AGENDA

**MOTION:** Jackie Heidt moved to approve the agenda as presented.

**SECONDED:** Hank Galina

**DISCUSSION:** None

**APPROVED** by a vote of 2-0

Hank Gallina (Y) Jackie Heidt (Y)

### 4. PUBLIC COMMENT

None

### 5. APPROVAL OF CONSENT AGENDA

**MOTION:** Jackie Heidt moved to approve the consent agenda as presented, which included the minutes from the Board meeting on January 12, 2023 and the check register for the month of December.

**SECONDED:** Hank Galina

**DISCUSSION:** None

**APPROVED** by a vote of 2-0

Hank Gallina (Y) Jackie Heidt (Y)

## 6. REPORTS/ TRAININGS/ PRESENTATIONS

### A. Reports

#### i. Executive Director's Report

Meg Rydman introduced Danielle Storey from visiting from the CDE, representing our authorizer, the State Board of Education. Meg reported that we have earned a 6-year term of accreditation from WASC. Meg recognized Tino Yracheta for earning HR certification from CharterSafe. Meg also announced that we are piloting a CAASPP test prep program for students. It is voluntary, and it is designed for independent study students. We received notification that Lompoc LC is eligible for Additional Targeted Support and Improvement (ATSI) as determined by the CDE, based on the criteria in California's ESSA State Plan. We are administering an enrollment survey to gather data on current students' intent to return, and on 03/30 we will conduct our lottery. We have begun planning for staffing and recruiting for the 23-24 school year; we sent out an Intentions & Preferences survey to current employees. Assessment seasons approaching ELPAC, physical fitness testing, CAASPP, CA Science Test are all on the horizon. Total currently enrolled as of 2/8/2023 is 401 students: Buellton - 46 students; Lompoc - 108 students; Orcutt/Santa Maria (including SLO LC) - 161 students; Santa Barbara - 86 students. Organization wide: TK-5: 52; 6th-8th: 73; 9th-12th: 276; EL: 32; SPED: 75.

#### ii. Board Members' Reports None

#### iii. Financial Report through December

Mari Michel provided the Board with the financial report through the month of December 2022. Kristin Nowak further explained some issues with revenue given the fact that the CDE overpaid us. This has occurred before, and we are setting aside the dollars that have been overpaid so we can immediately repay it when it becomes due.

### B. Presentations

- #### i. Parent Engagement -Presented by Summer Thomas, Special Education Support Facilitator
- Summer Thomas presented slides on Parent Engagement, and introduced the Ed Specialist to the Board. The slides included information about supporting parents, communicating with parents, working as an IEP team, parent input, and how to be proactive with students. Summer shared testimonials from parents of OGCS students.

### C. Trainings None

## 7. ACTION ITEMS

### A. Approval of OGCS Inc. Fiscal Policies and Procedures

**MOTION:** Jackie Hedit moved to approve the OGCS Inc. Fiscal Policies and Procedures as presented.

**SECONDED:** Hank Galina

**DISCUSSION:** Raise per diem rate from \$60 to \$85, minor revisions to improve clarity

**APPROVED** by a vote of 2-0

Hank Gallina (Y) Jackie Heidt (Y)

- B. Approval of OGCS Inc. Comprehensive School Safety Plan  
**MOTION:** Jackie Heidt moved to approve the OGCS Inc. Comprehensive School Safety Plan as presented.  
**SECONDED:** Hank Galina  
**DISCUSSION:** Meg Rydman presented background information about the CSSP. She highlighted strategies, procedures, and policies associated with annually reviewing and approving the plan by March 1. Plan reviewed with local FD and PD first responders. Meg recommended approval by the board.  
**APPROVED** by a vote of 2-0  
Hank Gallina (Y) Jackie Heidt (Y)
- C. Approval of OGCS Inc. Safe Return to In Person Plan  
**MOTION:** Jackie Heidt moved to approve the OGCS Inc. Safe Return to In Person Plan as presented.  
**SECONDED:** Hank Galina  
**DISCUSSION:** Adoption of this plan was required as a condition of receiving ESSER III Federal COVID funds. We are required to review this plan at least every 6 months until September 30, 2023. This plan presented today is in alignment with current regulations.  
**APPROVED** by a vote of 2-0  
Hank Gallina (Y) Jackie Heidt (Y)
- D. Approval of costs for renovations to intended central office space at the Orcutt learning center, not to exceed \$31,332  
**MOTION:** Jackie Heidt moved to approve the bid for renovations (\$21,332) as presented and to authorize Meg Rydman to approve overage and/or additional renovation costs, not to exceed \$10,000.  
**SECONDED:** Hank Galina  
**DISCUSSION:** District office is moving into unused space within our current Orcutt learning center., and some renovations are needed for space. We received 2 bids, as required by our fiscal policies & procedures - The 2nd bid amounted to about \$28,000, so we selected the lower of the 2 bids. Meg clarified that this is just for renovations - there will be additional costs incurred, such as moving expenses, purchase of new furniture, cubicles, etc. She will bring those back to Board should any exceed \$10,000.  
**APPROVED** by a vote of 2-0  
Hank Gallina (Y) Jackie Heidt (Y)

## 8. DISCUSSION/INFORMATIONAL ITEMS

- A. Informational presentation of complete 2021-22 School Accountability Report Cards (SARC) for each Olive Grove Charter School  
Meg Rydman presented the most up to date SARCs for each of the Olive Grove schools with the majority of the data pre populated by the state. The Board approved the locally provided data at their January 12, 2023 meeting. The state-provided data was not yet populated at that time, and there is still some data missing from the state.
- B. Board Business
- i. Form 700  
Meg Rydman reminded the Board of the requirement to file a Form 700 by April 1 of each year and explained the Form 700 processes.

ii. Return to in-person meetings

Governor Newsom declared the state's COVID-19 State of Emergency will end on February 28, 2023. The flexibility to conduct entirely virtual Board meetings ends with the expiration of the State of Emergency. Therefore, there will be a return to in-person Board meetings for the next regularly scheduled Board meeting (March 9). In person meetings will be held at a learning center, and all other learning centers will also be open for public access to listen to and participate in the meeting. The Board determined they will meet at the Lompoc learning center for the March 9 meeting. They tabled a discussion on the start time for future meetings until the time Deb can be present to participate in that discussion.

C. New Business/Future Agenda Items

None

**9. CLOSED SESSION**

None

**10. NEXT MEETING DATE**

- March 9, 2023, 4:00pm, Lompoc Learning Center

**11. ADJOURNMENT**

The meeting was adjourned at 4:52 pm.