



OLIVE GROVE CHARTER SCHOOLS, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Thursday, March 9, 2023, 4:00 pm (Pacific Time)

MINUTES

1. CALL TO ORDER

Deb Willems called the meeting of the Olive Grove Charter Schools, Inc. Board of Directors to order at 4:00pm.

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.

SECONDED: Jackie Heidt

DISCUSSION: None

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 the Board meeting on February 9, 2023 and the check register for the month of January.

SECONDED: Hank Gallina

DISCUSSION: None

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 - Presented by: Meg Rydman

February was a busy month, and March is shaping up to be jam packed, too. In February, we had our Authorizer site visit, about 13 attendees to DLAC (more to come), Meg went on a WASC visit, PE testing. In March, we'll see ELPAC testing wrapping up, finishing up PE testing as weather permits, Advisory council meetings, end of quarter 3 is 3/16, Meg will attend the CCSA conference, enrollment & records team is going to School Pathways conference.

Enrollment is closed, and planning for enrollment and staffing for 23-24 is well underway. 2023-24 enrollment lottery will be held March 30, if have more interest than projected capacity.

Reminder that we approved the 23-24 school calendar this time last year, at the same time we approved 22-23 calendar.

Total currently enrolled as of 3/9/2023:

- Buellton - 47 students
- Lompoc - 107 students
- Orcutt/Santa Maria (including SLO LC) - 167 students
- Santa Barbara - 89 students
- Organization Wide - 410 students
 - TK-5: 54
 - 6th-8th: 76
 - 9th-12th: 280
 - EL: 32
 - SPED: 75

ii. Board Members' Reports
None

iii. Financial Report
None - relevant information to be covered in Action item 7a.

B. Presentations

- i. IT Update -Presented by Joey Aguilera, Senior Network Engineer, CompuVision
IT is currently updating OGCS infrastructure, firewalls, wifi, circuit activity, moving the District Office to new Orcutt location and integrating new equipment that was purchased.
- ii. Digital Learning Annual Conference & Curriculum Review -Presented by Lea Lippincott, OGCS Teacher Advisor and Teaching & Learning Support
Thirteen staff members attended DLAC, 5 in person and 8 virtually. One of the main goals was to interact with curriculum providers. OGCS is exploring new vendors, Strongmind is currently underperforming to the needs of students and staff. Planning for the next 23/24 school year, implementing better orientation, discussion based assessments, and more student input to increase engagement. Finalizing curriculum and teacher level 2 Google Certifications to be completed this quarter.

C. Trainings
None

7. ACTION ITEMS

- A. Approval of Second Interim Reports for each Olive Grove Charter School
MOTION: Deb Willems moved to approve the Second Interim Reports for each Olive Grove Charter School.
SECONDED: Hank Gallina

DISCUSSION: Kristin Nowak presented information and details about the second interim budgets for each school.

APPROVED by a vote of 3-0

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

- B. Approval of the selection of a firm to conduct audit and tax preparation services for the fiscal year ending June 30, 2023

MOTION: Deb Willems moved to approve the selection of CWDL for audit and tax preparation services for the fiscal year ending June 20, 2023.

SECONDED: Hank Gallina

DISCUSSION: Meg Rydman recommends approving selection of CWDL. This was a late addition to Board packet. Received 3 total quotes - Eide Bailly current auditor increased prices more than two times as much total \$37,500 (\$35K + \$2500 for taxes) & Christy White quoted total \$30,480 (almost \$29K + \$1600 for taxes) - CWDL is definitely the best price at \$19,250 (\$16,750 + \$2500 for taxes)

APPROVED by a vote of 3-0

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

- A. Approval of 6th Amendment to lease for Santa Barbara facility

MOTION: Deb Willems moved to approve the 6th Amendment to lease for Santa Barbara facility.

SECONDED: Jackie Heidt

DISCUSSION: 2-year lease us coming to an end, asking to give up 1 suite to reduce cost from \$16,400 down to \$13,750/mo.

APPROVED by a vote of 3-0

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

- B. Approval of the disposition of unused Career-Technical Education (CTE) materials/equipment currently owned by Olive Grove Charter Schools, Inc.

MOTION: Deb Willems moved to approve of the disposition of unused Career-Technical Education (CTE) materials/equipment currently owned by the schools.

SECONDED: Jackie Heidt

DISCUSSION: Approval of disposition of these items indicates they may be sold, donated, or otherwise disposed of. If sold, proceeds from any sale will be used to offset the purchase of necessary equipment and/or educational materials and/or supplies that would have been permitted under the allowable uses of the original grant program. Most never used, space at Lompoc Satellite location remains unused & potential sublease needs the premise vacated.

APPROVED by a vote of 3-0

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

- C. Approval of revisions to the following two policies, for purposes of redesignating the liaison:

i. OGCS Inc. Education of Foster and Mobile Youth Policy

ii. OGCS Inc. Education for Homeless Children and Youth Policy

MOTION: Deb Willems moved to approve the Education of Foster and Mobile Youth Policy and Homeless Children and Youth Policy.

SECONDED: Jackie Heidt

DISCUSSION: Executive Director to be the interim, revisions make this position-based, not naming a specific person for the assignment.

APPROVED by a vote of 3-0

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

8. DISCUSSION/INFORMATIONAL ITEMS

A. Facilities - Future of SLO Learning Center - Discussion / General Facilities Update

Buellton - no changes, current lease in effect until 7/31/24

Lompoc - main LC facility is up for renewal 11/30/23, plan to renew as is

- Lompoc satellite location to be sublet hopefully by 4/1/23, otherwise space to be vacated 7/31/23.

Orcutt - lease coming up for renewal 7/31/23, plan to renew as is

SB - lease amendment approved on agenda - downsizing a bit as of 8/1/23

DO - Lease ending 6/30/23, plans moving forward for renovations at Orcutt LC - will move DO staff to that location by end of June

SLO - lease runs until May 2025, trying to sublet at least a portion of the second floor - have interest if we will give up the whole floor -

- currently only open 3 days per week
- 2 teachers work there at this time
- enrollment currently 46 students
- Limited in person use by students - only come in for materials pick up & science labs (approximately 10 students every other week for 2 hours)
- Suggest considering closing center
- input feedback from community essential - on advisory council agenda for next week, will be sending a survey and holding a town hall style meeting to get feedback
- Would likely lose most of those SLO students given where they reside driving to Orcutt is likely not feasible
- Could most likely “replace” them with Orcutt students, given the waitlist we’ve had for that center all school year

Jackie Heidt: Perhaps find a smaller SLO location.

General Board consensus supports closing the location due to the limited use and anticipated cost savings.

B. Board Business

- i. Form 700 reminder - Due by April 1
- ii. Next Board meeting logistics
 - a. Confirm location for May 11 meeting: Lompoc Learning Center
 - b. Discuss meeting start time - Start earlier 3:15pm

C. New Business/Future Agenda Items

9. CLOSED SESSION

None

10. NEXT MEETING DATE

- May 11, 2023, 3:15pm, Lompoc Learning Center

11. ADJOURNMENT

The meeting was adjourned at 5:16pm.