



OLIVE GROVE CHARTER SCHOOLS, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Monday, September 16, 2024, 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 4:04pm.

2. **ROLL CALL**

Deb Willems, Board Chair present  
Terry Dickinson present  
Hank Gallina present *left at 5:36pm*  
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 4-0

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

4. **PUBLIC COMMENT**

None

5. **CLOSED SESSION**

The Board entered closed session at 4:06pm.

● **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 4 (four) cases

**RETURN TO OPEN SESSION**

The Board returned to open session at 5:15pm.

**ROLL CALL**

Deb Willems, Board Chair present  
Terry Dickinson present  
Hank Gallina present  
Jackie Heidt present

6. **REPORT ACTION FROM CLOSED SESSION**

Nothing to report; no action taken.

## 7. APPROVAL OF CONSENT AGENDA

**MOTION:** Deb Willems moved to approve the consent agenda as presented, which included the minutes from the Board meeting on August 7, 2024 and the check register for the months of July and August.

**SECONDED:** Hank Gallina

**DISCUSSION:** None

**APPROVED** by a vote of 4-0

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

## 8. REPORTS/ TRAININGS/ PRESENTATIONS

### A. Reports

#### i. Superintendent's Report

Meg Rydman reported that the staff and students are settling into the rhythms of the school year.

OGCS has reintegrated an intervention program into their offerings, using IXL, an online platform, to support students who scored below grade level on the first benchmark assessment.

Staff are making plans for activities, such as field trips and other opportunities for students to meet up, and parent workshops. The first of three planned parent workshops will likely be offered in October.

Music workshops are underway, and scheduling has begun to bring a visiting visual artist for weekly workshops next month.

Current enrollment is at 395 students.

- 40 are elementary (TK-5);
- 60 are middle school (6-8); and
- 295 are high school (9-12).
- Across the schools, 70 are special education, 33 are EL students, and there are three whose language status is TBD.

#### ii. Board Members' Reports

None

#### iii. Financial Report - *through June*

Dennis Nguyen gave a report on the financial's through June, which represents the fiscal year end for OGCS. He gave details of budgeted versus actual revenues and expenditures for the 2023-24 fiscal year, and gave details about inter-entity transfers. Overall, OGCS continues to be in a good financial position.

*Hank Gallina left at 5:36pm.*

### B. Presentations

#### i. School Performance Data - Overview of Spring 2024 Assessment Results

Meg Rydman presented an overview of the spring 2024 assessment results, including preliminary CAASPP data for the schools, both overall and for each school. Overall ELPAC and CAST data was also presented, as well as historical enrollment data. An analysis of students' length of enrollment at OGCS correlated with the average distance from standard (DFS) shows improvement the longer students are enrolled.

### C. Trainings

None

## 9. ACTION ITEMS

**A. Approval of 2023-24 Unaudited Actuals for each of the Olive Grove Charter Schools**

**MOTION:** Deb Willems moved to approve the 2023-24 unaudited actuals for the Olive Grove schools.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Dennis Nguyen explained that these are the required formats for reporting the required fiscal year 2023-24 information to the authorizer, the same information that he had just presented to the Board in the financial report through June.

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

Deb Willems (Y) Terry Dickinson (Y) Jackie Heidt (Y)

**B. Education Protection Act**

**MOTION:** Deb Willems moved to approve the 2024-25 EPA resolution.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Dennis Nguyen explained that the law requires that the use of EPA funds be determined by the governing board at an open public meeting. This resolution accomplishes this.

Dennis also explained that OGCS is required to report how much money was received from the EPA and how that money was spent in the prior fiscal year. This information will also be posted to our website. The FY 2024 EPA expenditures are informational only, so no action specific to the report out is necessary.

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

Deb Willems (Y) Terry Dickinson (Y) Jackie Heidt (Y)

**C. Approval of Compliance Monitoring and Certifications of Governing Board Compliance Review for each of the Olive Grove Charter Schools (SBE Annual Assurances)**

**MOTION:** Deb Willems moved to approve the Compliance Monitoring and Certifications of Governing Board Compliance Review for each of the Olive Grove Charter Schools.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Meg Rydman explained that this review and certification is required annually by the State Board of Education, the schools' authorizer, to certify compliance. All four of the Olive Grove Charter Schools meet all compliance requirements.

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

Deb Willems (Y) Terry Dickinson (Y) Jackie Heidt (Y)

**D. Approval of Harassment, Intimidation, Discrimination and Bullying Policy**

**MOTION:** Deb Willems moved to approve the Harassment, Intimidation, Discrimination and Bullying Policy.

**SECONDED:** Terry Dickinson

**DISCUSSION:** Meg Rydman explained that this revised policy is a result of new Title IX regulations which went into effect August 1, 2024. Prior to that, the Title IX and the Harassment, Intimidation, Discrimination and Bullying policies were combined, but due to the complexity of Title IX, it is recommended that the Harassment, Intimidation, Discrimination and Bullying Policy be independent from Title IX. The revised Title IX policy was approved at the prior Board meeting. This policy was developed based on a template provided by Young, Minney & Corr.

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

Deb Willems (Y) Terry Dickinson (Y) Jackie Heidt (Y)

**E. Approval of Memorandum of Understanding between OGCS and Santa Barbara County Education Office Children's Creative Project 2024-25**

**MOTION:** Deb Willems moved to approve the MOU between OGCS and the Santa Barbara County Education Office Children's Creative Project for 2024-25.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Meg Rydman explained that approval of this MOU will allow for the collaboration of OGCS and the Children’s Creative Project to provide visual and performing arts workshops to the four schools. This project is funded by Prop 28 funds. The fiscal impact is estimated to be \$22,652 plus cost of supplies, though the actual cost will depend on time/costs billed by visiting artists. Approximately \$60,000 in Prop 28 funds are budgeted for this school year, so this represents just over a third of the budgeted funds.

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

Deb Willems (Y) Terry Dickinson (Y) Jackie Heidt (Y)

**F. Approval of ARC Scanning Services Quotation**

**MOTION:** Deb Willems moved to approve the quote for ARC Scanning Services.

**SECONDED:** Terry Dickinson

**DISCUSSION:** Meg Rydman explained that approval of this quotation will allow OGCS to digitize the majority of its archived student records. The fiscal impact will not exceed the amount on the quote, \$16,176, though Meg expects the actual cost to come in a bit lower.

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

Deb Willems (Y) Terry Dickinson (Y) Jackie Heidt (Y)

**G. Approval of Parent/Guardian Board member Ivette Martinez**

**MOTION:** Deb Willems moved to approve Ivette Martinez as a Board member.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Deb is pleased to welcome a new member to the Board and expressed appreciation for the parent perspective. According to her resume, Ivette brings a wealth of experience.

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

Deb Willems (Y) Terry Dickinson (Y) Jackie Heidt (Y)

**10. DISCUSSION/INFORMATIONAL ITEMS**

**A. Board Business**

None

**B. New Business/Future Agenda Items**

None

**11. NEXT MEETING DATE**

- November 14, 2024

**12. ADJOURNMENT**

The meeting was adjourned at 5:58pm.

Minutes submitted by Terry Dickinson, OGCS, Inc. Board Secretary

*Terry Dickinson*

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