



OLIVE GROVE CHARTER SCHOOLS, INC.
BOARD OF DIRECTORS
REGULAR MEETING AGENDA
Thursday, November 14, 2024, 4:00 pm (Pacific Time)

MINUTES

1. **CALL TO ORDER** Jackie Heidt called the meeting of the Olive Grove Charter Schools, Inc. Board of Directors to order at 4:08pm.

2. **ROLL CALL**

Deb Willems, Board Chair ~~absent~~ present *arrived at 4:11pm*
Terry Dickinson present
Hank Gallina present
Jackie Heidt present
Ivette Martinez present

3. **APPROVAL OF AGENDA**

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

SECONDED: Hank Gallina

DISCUSSION: Meg Rydman noted that the Brown Act Training, item 6C, will occur at 4:30pm.

APPROVED by a vote of 4-0

Deb Willems (absent) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y) Ivette Martinez (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 September 16, 2024 and the check register for the month of September.

SECONDED: Hank Gallina

DISCUSSION: None

APPROVED by a vote of 4-0

Deb Willems (absent) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y) Ivette Martinez (Y)

6. **REPORTS/ TRAININGS/ PRESENTATIONS**

A. Reports

i. Superintendent's Report

Meg Rydman reported that there is just a little over a month left in the semester.

There are lots of fun going on around Olive Grove, including field trips, parent workshops, art workshops, and interim testing next week.

The annual authorizer site visit will be conducted in two parts this year. There will be a site visit December 3 and 4 and a virtual visit in January, exact dates tbd.

Meg provided an update on the charter renewal process. All four charters expire in June 2026. She is moving ahead full steam with a plan to submit the renewal petitions around July 2025.

Enrollment

As of today, OGCS has 406 students.

- 38 are elementary (TK-5),
- 61 are middle school (6-8) and
- 307 are high school (9-12).
- There are 72 sped students and 36 EL students across the schools.

Enrollment is closed for first semester. Planning for second semester enrollment will begin after Thanksgiving break. There are currently 44 students on the wait list.

Deb Willems arrived during the superintendent's report, at 4:11pm, and took over leading the meeting from Jackie Heidt.

ii. Board Members' Reports

None

iii. Financial Report - *through September*

Dennis Nguyen gave a report on the financials through September. He gave details of budgeted versus actual revenues and expenditures for the 2024-25 fiscal year so far. At this point, revenue is coming in below budget and expenditures are coming in above budget, resulting in a deficit at this point in time. This is expected as revenues typically lag and they will catch up.

B. Presentations

None

C. Trainings

i. Annual Board Training - Brown Act & Conflict of Interest

Tom Nichols of CSMC presented the annual training for the Board on the topics of the Brown Act, governance roles and responsibilities, and conflict of Interest.

7. ACTION ITEMS

A. Approval of the Renewal of OGCS, Inc. Board member Deb Willems's Term

MOTION: Jackie Heidt moved to approve the renewal of Deb Willems's term for another three years.

SECONDED: Terry Dickinson

DISCUSSION: Gratitude was expressed for Deb's willingness and continued dedication to the OGCS, Inc. Board.

APPROVED by a vote of 5-0

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

B. Annual Board Organizational Items

DISCUSSION: Meg Rydman explained what the OGCS, Inc. Bylaws indicate for the election of a chairperson for the Board and officers for the corporation.

i. Election of Chairperson of the Olive Grove Charter Schools, Inc. Board of Directors

MOTION: Jackie Heidt moved to elect Deb Willems Chairperson of the OGCS, Inc. Board of Directors.

SECONDED: Terry Dickinson

DISCUSSION: None

APPROVED by a vote of 5-0

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

ii. Election of Officers of the Olive Grove Charter Schools, Inc. Corporation

MOTION: Deb Willems moved to approve the following slate of officers of the corporation:

- President - Meg Rydman (per bylaws, this is the Executive Director/Superintendent)
- Vice President - Jackie Heidt
- Secretary - Terry Dickinson
- Treasurer- Hank Gallina

SECONDED: Jackie Heidt

DISCUSSION: None

APPROVED by a vote of 5-0

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

C. Approval of Resolution Delegating Authority to Personnel to Act on Board's Behalf

MOTION: Deb Willems moved to approve the Resolution Delegating Authority to Personnel to Act on Board's Behalf.

SECONDED: Jackie Heidt

DISCUSSION: Meg Rydman explained that this action designates Charter Personnel Authorized to Act as District Agents, including Deb Willems/Board Chair and Meg Rydman/Superintendent. It also designates Charter Personnel Authorized for Release of Commercial and Payroll Warrants from the Santa Barbara County Education Office, including Deb Willems/Board Chair, Meg Rydman/Superintendent, and Mari Michel/ Director of Fiscal Services & Facilities. This resolution was first passed in 2020; the only update in this revision updates the Executive Director title to Superintendent. Deb questioned whether it would be beneficial to add another member of the Board, and the Board determined they would revisit it, if that became necessary.

APPROVED by a vote of 5-0

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

D. Approval of Certification of Signatures

MOTION: Deb Willems moved to approve the Certification of Signatures.

SECONDED: Jackie Heidt

DISCUSSION: Meg Rydman explained that this action will approve the personnel listed on the certification of signatures form to authorize the individuals to sign orders in the board's name. This form must be updated annually, as required by SBCEO.

APPROVED by a vote of 5-0

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

E. Approval of Resolution Authorizing Olive Grove Charter School Lompoc to Request Community Development Block Grant (CDBG) Funds

MOTION: Deb Willems moved to approve the Resolution Authorizing Olive Grove Charter School Lompoc to Request Community Development Block Grant (CDBG) Funds.

SECONDED: Jackie Heidt

DISCUSSION: Meg Rydman explained that OGCS is interested in pursuing this grant in order to increase services provided to our Lompoc students in need. She is uncertain as to whether or not she will see the application through but requested Board approval in order to be able to do so if deemed appropriate, as the deadline is December 5, before the next Board meeting.

APPROVED by a vote of 5-0

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

- F. Approval of Proposition 28 Expenditure Plans for each Olive Grove Charter School
- i. Olive Grove Charter - Buellton Proposition 28 Expenditure Plan
 - ii. Olive Grove Charter - Lompoc Proposition 28 Expenditure Plan
 - iii. Olive Grove Charter - Orcutt/Santa Maria Proposition 28 Expenditure Plan
 - iv. Olive Grove Charter - Santa Barbara Proposition 28 Expenditure Plan

MOTION: Deb Willems moved to approve the Proposition 28 Expenditure Plans for each Olive Grove Charter School.

SECONDED: Jackie Heidt

DISCUSSION: Meg Rydman reminded the Board about the Prop 28 funds and the previous related items brought before the Board, including annual reporting in June and an MOU with the Children’s Creative Project in September. She explained that each school site must create an annual expenditure plan as a condition of receiving Proposition 28 Arts and Music in Schools funding. The plans for the four schools are identical, though the dollar amounts vary based on each school’s allocations. These expenditure plans reflect the 2023-24 allocation amounts, as those are the amounts budgeted to spend in 2024-25.

APPROVED by a vote of 5-0

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

- G. Approval of 7th Amendment to lease for Santa Barbara facility

MOTION: Deb Willems moved to approve the 7th Amendment to lease for Santa Barbara facility.

SECONDED: Jackie Heidt

DISCUSSION: Meg Rydman explained that this action will approve the reduction in square footage at the Santa Barbara learning center. This will reduce costs for that school and will not impact operations. It also extends the lease, but there is a caveat to allow for early termination dependent on charter renewal.

APPROVED by a vote of 5-0

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

8. DISCUSSION/INFORMATIONAL ITEMS

A. Board Business

None

B. New Business/Future Agenda Items

None

9. NEXT MEETING DATE

- December 12, 2024

10. ADJOURNMENT

The meeting was adjourned at 5:21pm.

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

Terry Dickinson
