



OLIVE GROVE CHARTER SCHOOLS, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Thursday, December 12, 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 4:01pm.

Hank Gallina notified the Board of his need to meet remotely and provided a brief description of the reason - contagious illness.

Meg Rydman explained that this last minute remote participation is allowed under the “specific circumstances option” of AB 2449, which has the following requirements:

- At least a quorum of members must participate in person from a single location within the territory and that location must be open to the public.
 - ✓ - There are 3 present at the Lompoc Learning Center, so that's a quorum.
- Members of the public must be able to remotely hear, visually observe and address the board through either a two-way audiovisual platform or a two-way telephonic service and live webcasting.
 - ✓ - We always have this option.
- The meeting notice must include the in-person location and describe the means available for the public to access the meeting and engage in the comment process.
 - ✓ - Our agendas always do this.
- The agenda must describe the public’s ability to attend the meeting and to address the board through an internet-based option, a call-in option and an in-person option.
 - ✓ - Our agendas always do this.
- AB 2449 states that Board members may participate remotely but only pursuant to the requirements and limitations described below:
 - For “just cause,” which is defined as 1) a child care or caregiving need of a child parent, grandparent, grandchild, sibling, spouse or domestic partner, or 2) a contagious illness, or 3) a need related to a physical or mental disability, or 4) to travel for the board or another public agency.
 - To participate remotely by “just cause,” the member must notify the board of the need to meet remotely and provide a general description of the reason. This notice can be given as late as the start of the meeting.
 - Importantly, remote appearances for “just cause” can only occur twice a year per board member.
- Members participating remotely must disclose whether any individuals 18 years or older are in the remote location.
 - Hank was asked and indicated there are no individuals 18 years or older in his remote location.
 - If there was such an individual, the relationship with that individual must also be disclosed.
- The remote appearance must be by audio and visual technology. Hank was present on camera.

2. **ROLL CALL**

Deb Willems, Board Chair present

Terry Dickinson	present
Hank Gallina	present
Jackie Heidt	present
Ivette Martinez	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 5-0

Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y) Ivette Martinez (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 November 14, 2024 and the check register for the month of October.

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)

6. REPORTS/ TRAININGS/ PRESENTATIONS

A. Reports

i. Superintendent's Report

Meg Rydman reported that there is one more week until winter break, Next Thursday is the last day of the semester for students and Friday is a workday for staff. Most staff return to work from winter break on January 7 or 9. There will be an all staff in-person meeting in Buellton on the 9th, and the first day of second semester for students is January 13.

Enrollment

As of today, there are 399 students enrolled.

- 37 are elementary (TK-5),
- 60 are middle school (6-8) and
- 302 are high school (9-12).
- We have 70 sped and 36 EL students across the schools.

Enrollment is closed for first semester. Enrollment is underway for second semester, and there are even a few students on the 2025-26 waitlist already.

17 students are pre-enrolled for 2nd semester.

7 have been accepted and are awaiting completion of paperwork or are ready to be imported.

There are currently 62 students on waitlist.

She reminded the Board that some number of students will leave at the semester; there are always early graduates, some move or return to their district and some are referred back to the district. Meg estimates around 20 or so students will not return for second semester.

Capacity is limited based on the ed specialists' capacity. Exploring other options for increasing sped capacity.

ii. Board Members' Reports

None

iii. Financial Report - *through October*

Dennis Nguyen gave a report on the financials through October. He gave details of budgeted versus actual revenues and expenditures for the 2024-25 fiscal year so far. Deb Willems asked for clarification on the current surplus/deficit amounts and what they tell us.

B. Presentations

i. Special Education at OGCS -*Presented by David Zitin, Director of Special Education*

David Zitin, Director of Special Education at OGCS presented. He introduced Ed Specialist Christie Clay and school psychologist Neda Burleigh who both spoke briefly about their roles. David provided an overview of special education programming and the providers responsible for carrying it out.

ii. Overview of OGCS's 2024 California School Dashboards -*Presented by Meg Rydman, Superintendent*

Meg Rydman presented a refresher on the California School Dashboard in general plus an overview of the 2024 California School Dashboards specific to each OGCS school. The Dashboard was released before Thanksgiving, much earlier than last year and even earlier than an anticipated date of December 1.

C. Trainings

None

7. ACTION ITEMS

A. Acceptance of 2023-2024 Audit Report for Olive Grove Charter Schools, Inc.

MOTION: Deb Willems moved to accept 2023-2024 Audit Report for Olive Grove Charter Schools, Inc.

SECONDED: Jackie Heidt

DISCUSSION: Meg Rydman reminded the Board of the audit requirements, and she explained that OGCS had secured the services of the audit firm CWDL to conduct the audit of the financials for fiscal year 2023-2024. The report was provided to the Board, and Meg highlighted the fact that there were no findings.

APPROVED by a vote of 5-0

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

B. Approval of FY24/25 Revised Operating Budgets

i. Revised Budget - Olive Grove Charter-Buellton

ii. Revised Budget - Olive Grove Charter-Lompoc

iii. Revised Budget - Olive Grove Charter-Orcutt/Santa Maria

iv. Revised Budget - Olive Grove Charter-Santa Barbara

MOTION: Deb Willems moved to approve the fiscal year 24-25 revised operating budgets.

SECONDED: Hank Gallina

DISCUSSION: Dennis Nguyen reviewed the revisions made to the operating budgets for each school. The revisions focused on updating enrollment and ADA to reflect current conditions at each school, changes in revenue assumptions, and reviewed the non-payroll expenses for adjustments as needed.

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 FY24/25 First Interim Reports

i. First Interim Report - Olive Grove Charter-Buellton

ii. First Interim Report - Olive Grove Charter-Lompoc

iii. First Interim Report - Olive Grove Charter-Orcutt/Santa Maria

iv. First Interim Report - Olive Grove Charter-Santa Barbara

MOTION: Deb Willems moved to approve the fiscal year 24-25 first interim reports.

SECONDED: Jackie Heidt

DISCUSSION: Dennis Nguyen explained that the first interim reports capture the financials through October 31 and the revisions to the budgets approved in the prior agenda item.

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

- January 16, 2025

10. ADJOURNMENT

The meeting was adjourned at 5:08pm.

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

Terry Dickinson
