

**Adopted Minutes**  
**Ocean Grove Charter School Board of Directors Meeting**

Wednesday  
6PM  
November 9, 2011

OGCS Admin Office  
16900 Highway 9  
Boulder Creek, CA 95006

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- 1. CALL TO ORDER:** Mary Ann Shapiro, Secretary/ OGCS Board of Directors
- 2. PLEDGE OF ALLEGIANCE:** Led by Mary Ann
- 3. ROLL CALL:** Led by Kim Beaumont, Secretary/OGCS. The following Administrators and Members of the Board of Directors were present: Becky Cote, President/OGCS Board of Directors, Janet Marsh CFO/OGCS Board of Directors, Mary Ann Shapiro, Secretary/OGCS Board of Directors, Eric Schofstall, Operations Manager, IEM. John Wilberger, District Liaison/Vendor Relations, OGCS. Directors present (including newly appointed/approved): John Bennett, Cynthia Brossard, Kim Bruce, Katie Buehlmann, Lisa Craddock, Yvette Dickey, Sarah Frank, Amy Goodson, Catherine Gordon, Brendon Hamilton, Mary Hayashi, Melissa Hunter, Maria Ianetta, Melody Kragh, Tracey Lawrence, , Laura Milburn, Stacy Oliver, Mary O'Neill, Celine Scott, Kim Windsor.
- 4. APPROVAL OF AGENDA (Only returning Directors and those elected last spring may vote on this item.)** Results, Roll Call vote: 5 in favor/0 opposed/1 abstained. Passed by quorum of returning/elected Directors.
- 5. WELCOME OF THE BOARD OF DIRECTORS** Mary Ann welcomed all, especially newly appointed, to the OGCS Board of Directors, and thanked them for attending/establishing quorum.
- 6. HEARING OF THE PUBLIC:**

Members of the public may be heard on any item. A person addressing the Board of Directors will be limited to 3 minutes, unless the Site Administrator grants a longer period of time. Comments by members of the public on an item on the agenda will only be allowed during consideration of the item by the Board of Directors.

There were no comments from the public at this time.
- 7. ACTION ITEMS:**
  - A. Confirm newly appointed Directors to the Board. (See attached list of new Directors). Only Returning Directors, and those elected last Spring may vote on this item.

*Motion to confirm members:* Kim Bruce  
*Seconded by:* Cynthia Brossard  
*Roll Call Vote:*  
Passed: 6 in favor/0 opposed/0 abstained (passed by quorum of returning/elected Directors)
  - B. Consent Agenda: Items on the Consent Agenda are considered to be consistent with school policies and carry the recommendation of the Administration. The Consent Agenda may be enacted by one motion with a Roll Call vote. There will be no separate discussion of the items unless a board member or citizen so requests, in which case the designated item(s) will be considered following approval of the remaining items.
    - a. Approval of the May 4, 2011 Minutes

- b. Acceptance of the “2011-2012 Adopted Budget” (See attached document, “OGCS\_1112\_Adopted Budget PC.xlsx”)

*Motion to approve Consent Agenda:* Yvette Dickey

*Seconded by:* Cynthia Brossard

*Roll Call Vote:*

Passed: 18 in favor/0 opposed/ 0 abstained

## 8. REPORTS:

- A. **IEM Report—Eric Schoffstall:** Eric thanked Board of Directors for their attendance and participation on the Board of Directors. Eric announced that the IEM conference held Oct. 24-26 in Sacramento was very successful. 460+ members of staff and faculty from IEM and all four schools were in attendance. According to survey analysis, there was 95% satisfaction from conference attendees. It was exciting to hear Randy Gaschler, President/CEO of IEM, speak about his commitment to parent choice and individualized learning programs. Staff was excited to hear about a new software system which IEM hopes will serve as a change agent in public charter schools, assessing individual students’ needs and recommending customized curriculum options for parents to choose from. The conference allowed for unification between IEM and its charter schools. IEM charter schools now serve over 8,000 students combined.

John Wilberger: The participation of parents on the OGCS Board of Directors is truly appreciated.

John reported on the recent IEM Board of Trustees meeting with our sponsoring school district, San Lorenzo Valley School District. The District gave positive feedback to OGCS administrators, Financial Advisors, and Special Ed personnel, saying that they were pleased with the academic growth of OGCS students.

Mary Ann Shapiro: Expressed her appreciation for the IEM conference, stating that it was a very helpful and valuable experience for her in her role as an ES.

- B. **School Data update—Janet Marsh:** Janet reported that current OGCS enrollment numbers are as follows as of November 9, 2011: 1,727 active students; 29 prospective students; 5 first semester graduates, and 47 second semester graduates. Janet reported that OGCS now employs 94 active Education Specialists. Mary Ann asked if this number was increased from last year. Janet responded that there had been an increase, as OGCS enrollment grows each year. Janet will provide the difference in ES employed from last year to this year at the next meeting.

## 9. DISCUSSION ITEMS

- A. **Review of the Brown Act:** Mary Ann gave a brief overview of the Brown Act, stating that the law governs how the Board of Directors meetings proceed. All Board of Directors meetings are open to the public, and must follow specific guidelines. Anytime Directors meet outside of a meeting, informally, they must not discuss Board meeting items. The Board of Directors meets 4 times per school year, always on Wednesday evenings at 6:00 p.m. The Agenda will always be posted and forwarded to Board members at least 72 hours in advance of each meeting. All documents for reference will also be made public within 72 hours of a Board of Directors meeting. In the event of an emergency meeting of the Board of Directors, 24 hours notice will be given. Any parent, whether on the Board or not, may attend the Board of Directors meeting in person at the Resource Center in Boulder Creek: 16900 Highway 9, Boulder Creek, 95006. The Brown Act permits us to conduct meetings via conference call. A copy of the By-Laws which govern the policies/procedures relating to the Board of Directors, may be found on our website: [www.ogcs.org](http://www.ogcs.org).

- B. **Review of the Mission of the Board (“Role of the Board Member”)** Mary Ann read and reviewed the “Role of the Board Member”. “The Role of the Board Member” may be viewed at: [http://www.ogcs.org/parent\\_council.html](http://www.ogcs.org/parent_council.html). Mary Ann recommends all Directors read this.
- C. **Review of Committees: (Reported by Mary Ann Shapiro)**
- a. **Park Day Progress:** The Purpose of Park Days is to allow OGCS parents and students to mingle informally to develop school community. Mary Ann has set up Park Days in 7 geographic service areas to date. Four park days have occurred so far, and have been successful, in San Mateo, Monterey, San Jose, and Felton. An average of 8-10 families have attended each park day. The next park day is scheduled in the Salinas/Marina/Prunedale area for November 15 from 1:00-3:00 at Hartnell Park. Another park day is forthcoming in Morgan Hill at the Morgan Hill Community Park. Park Days are announced on the OGCS parent listserve. Mary Ann added that due to fast growing enrollment size, new families are trying to reach out to established OGCS families. Attending the Park Days as a board member supports these new families and gives them a starting point for needed support. The Park Day Committee helps to arrange Park Days and assists the day of the event. We need more Directors on this sub-committee.
  - b. **Fundraising progress:** E-Scrip remains the primary avenue for school fundraising. Parents may sign up online at [escrip.com](http://escrip.com). Mary Ann is also exploring fundraising opportunity through Jamba Juice. Jamba Juice provides a card for customers to use to allocate 5-10% of their purchase to a designated school. More information forthcoming. There is a need for a sub-committee (Fundraising Committee) to explore other avenues of fundraising that are pertinent for our school. Funds raised are used to support student needs/events such as snacks for STAR testing, graduation ceremony/reception costs. Current vendor/GEA, Jim Weiss Productions, recently donated \$300.00 to our school after offering his popular storytelling through an OG GEA.
  - c. **Finance Committee:** Reviews school financial statements.
  - d. **GEA Committee:** Thank you to Maria lanetta, who serves on the GEA sub-committee, and has been a great help to parents wanting tickets to chaperone a GEA. Maria has generously provided one check in place of the many checks she receives from parents for the school to process and apply to chaperone tickets.
  - e. **WASC Committee:** Members are needed for this sub-committee this year! Directors will help during the scheduled WASC review this year.
  - f. **Graduation Committee:** Members of this sub-committee are needed to help school plan and prepare the graduation ceremony and reception that follows for 8<sup>th</sup> and High School graduates. If you have a student graduating this year, this is a great opportunity to be involved. Graduation is planned for May 12, 2012. 8<sup>th</sup> grade ceremony at 10:00 am, High School ceremony at 12 noon. We plan morning ceremonies because of the potential hot weather at the Resource Center Amphitheater. The morning ceremonies allow for ample time for private celebrations.
  - g. **STAR Committee:** Currently there are 3 Directors on this committee. Could use more. These members help out at STAR test sites, providing snacks and/or assistance to the test site coordinator.
  - h. **Standing Committee:** This sub-committee is currently full with 5 members and 2 alternates. The Standing Committee is responsible for be available for a student hearing should a disciplinary action enacted by OGCS be questioned by an OGCS parent. The Standing Committee reviews the action taken by the directors and makes a recommendation as to follow-up action.

Mary Ann has heard from half of the Board of Directors regarding preferences for sub-committee assignments. Mary Ann will be contacting each Director individually to discuss your sub-committee assignment preferences. Thank you for your service to our school.

Amy Goodson has requested to switch her sub-committee assignment to Park Days. Mary Ann communicated that this has already been done based on her previous request.

**D. Graduation 2012 (Reported by Mary Ann Shapiro)**

- a. **Date and times---**May 12, 2012: 8<sup>th</sup> grade ceremony at 10:30 am, High School ceremony at 12noon.
- b. **Commencement Speaker:** Needed. Suggestions from the Board of Directors regarding a potential commencement speaker are welcomed. We seek commencement speakers who can speak to the value of creating Lifelong Learners. Previously we have heard from professional entrepreneurs, college professors, and our own Director/Education Services, Becky Cote. A speaker who can address what we do: Individualized Learning Plans is ideal.

**E. WASC preparation: (Reported by Becky Cote):** Our WASC accreditation is up for 3 year review and renewal next year . We will not need to re-write our packets, but only address areas of weakness. The Ed Services Department is addressing these areas. We have many positive attributes of our school, but need to just address remaining weaknesses. We are asking for Board of Directors to be involved in Leadership Teams that will participate and meet with WASC review personnel. Our goal is to renew accreditation for another 3 years. To address previous weaknesses, we are taking data from assessments. We have addresses low math scores (on standardized tests) by offering Algebra 1 classes. These classes have helped students pass the math portion of the CAHSEE exam. Further, we have offered "CAHSEE Boot Camp" as an opportunity for teachers to provide intervention, support, opportunities, and resources to students to enable them to pass the CAHSEE. Since the implementation of CAHSEE Boot Camp, we have noticed an increase in CAHSEE scores as well as student encouragement. Regarding STAR tests, we had a great turnout last year seeing higher numbers of participation as well as great attitudes from the parents and students. Thank you.

Mary Ann asked for any further comments from Directors. There were none.

Motion to adjourn: Josie Steigman \_\_\_\_\_

Seconded by: Laura Milburn \_\_\_\_\_

Outcome unanimous to adjourn meeting.