

OCS Board Meeting

July 22, 2006

Meeting called to order by Ken Rickerman at 8:09 AM

Board Members: Ken Rickerman, Jose Parada, Tina Reeves, Louis Pugliese, Kellie Jackson, Jude Stabler, Scott Miller, Joel Levitt, Chris Ferris, Kim Goldstein (All Present)

Others: Alma Hernandez, Allen Gewertz, Nikki Maxwell

Review and Approve June 21, 2006 Board Meeting Minutes:

- Second page, Tracie will be working on marketing for school at one thousand per month, not Nikki? Correct
- Ken will NOT chair governance
- Membership classes – **all** current members do not need to vote in new members
- Chris hires Beth and Alma and then determines their salaries. Note- Salaries for administrators should be set by board. (**Further discussion required**)
- Joel- suggests minutes need to be signed by secretary as respectfully submitted.

Tina motions to approve minutes, Louis seconds, all in favor.

Parent Speakers/Community Speakers: None

Finance Committee report – By Chris

- Review budget: “7-12-06”
- Lease is not negotiated for fall- will meet pastor, including Scott and Dina Bloomfield (parent) with negotiation skills. We are over due.
- Per Chris- Sandro reports that we will get revolving loan next week will leave about \$90,000 cushion.
- Sandro will seek a line of credit to help fill the gap left by our ADA.
- Chris will follow up on details about the Revolving Loan.
- We need to ask Sandro for copy of Lease Agreement on file.
- Chris- STRS for the teachers; last year we were paying 2.5% and another source. STRS is 8.5% and would include fees to administrate STRS. We had a presentation about STRS and the paperwork is available for review. It is funded differently than other programs. Instead of investments on a 401k, as a government program they average your retirement based on the average of your highest income. Most teachers seem to get about 60% of their income.
- Louis question- does the social security saving reflect on this budget? Under SDI 3309, a few lines under STRS. – **ACTION FOR CHRIS-** follow up to confirm what we are paying and how any savings reflects
- When Sandro is here, we also need Beth and Alma to be present
- Clarify with Sandro - “projected actuals” 2005-2006; need to reflect as actuals?
- There is need to have a better sense of these line items in the budget so that we can better understand where we are. Chris – “We need to work with Sandro because of our differences in how we understand these costs.”
- An audit will take place in August.
- We will proceed with the company Sandro recommends, will look at other options next time.
- Chris will contact Fenton Charter to see who they use as well as a few other Charter Schools.
- Chris motions to present this as an interim budget seconded by Tina. All Approved. Budget is now operational!

Executive Principal Salary Discussion

- Chris accepted offer from Executive Committee (closed sessions).
- Kim motions to approve salary Jose seconds as indicated from closed sessions. All voting members were in agreement.
- The board recognizes the need to finalize Beth and Alma's contracts
- The board needs to clarify what authority Chris has in deciding administrative staff salaries.
- Finance and Personnel committees need to collaborate.
- Chris requests that the current amounts for Alma and Beth be approved.
- Executive Committee reflects that they are not able to move forward with Beth yet. The Executive Committee is amending Chris' request to approve only line item 2300, salaries for Alma and the full time receptionist. Beth's salary range requires additional discussion/research.
- The Personnel Committee will be chaired by Jose, Joel volunteers to join.

Marketing – Update

- Chris passed out handout on what Tracy started on as our marketing person
 - Press release, researching on sign for front of school, etc...
- Chris and Nikki worked on implementation grant last week.
- Nikki passed out list of some of the work plan for community resource position
- Nikki informed board about new and other resources that she will be working with and identify which ones will be a better match for our school
- Chris stated that she found out that we can apply for WASC.
- All interested can contact Nikki to talk about interests to assist her in identifying the needs of the school.
- Nikki is looking into starting a pilot to get support from our local businesses to sponsor our school. Example, Perks has already been supportive but she would like to see how else they can help or what they can provide.

Miscellaneous Business:

Calendar + Board Functions

- We need a board acceptance of the Calendar for 2006-2007. This information is needed to receive summer school funds. All in favor: all voting members
- New Calendar and school hours – distributed by Chris
- Annual Meeting of the board needs to be established in the Bylaws.
- Ken- today can be the preliminary annual meeting and then the next meeting will be our Annual Meeting.
- Is there a transition for new board members prior to the Annual Meeting? (Louis)
- Ken indicates that that we want to use the staggered approach.
- Ken indicated that we could use some board development
- Susan Friedman and Louis spent a lot of time looking at other charter schools and their structures. We will need some assistance in this area.
- Louis is going to follow up on board development and issues with the state of CA. He will also see what we have on file and what our needs are. Joel will assist with Louis. Governance committee will be part of process.
- Kim is re-writing board of director's orientation book

Need to set four meetings, including Annual

- April proposed for Annual Meeting
- What does Annual meeting involve?
- Our third quarterly meeting will be our Annual Meeting
- Structure is for 4 meetings each year

Other follow up items Discussed:

- Need a more comprehensive report from governance committee
- Center for Non-Profit Management consultant or Peter Thorp
- Could attend board meetings at GHHS
- We get free advice from Peter Thorp who has a specialty with boards
- We need to see our Articles of Incorporation
- Scott “ It’s important to get answers to questions we do not know to ask”
- Start putting word out at PTSA meeting on August 3rd –
- We want another parent, but we cannot only use PTSA nominees.
- Chris requests from PTSA president to create a process to have the whole school community vote for parent board representative and personnel committee.
- Term limits- 3 years versus 2 years (Further Discussion)
- Develop lists for Scott to organize and then he will discuss with Chris to bring to Peter Thorp
- Our appendix J indicates that we need to create a committee to perform the annual audit

Ken proposes that we move the last item (Roles) to August meeting. This meeting will also be our Annual Meeting. We need to elect officers, create a governance proposal.

Ken is ok chairing two more meetings.

Chair Roles (Kim asked details)

- Attends meetings with LAUSD
- Point person for PTSA
Monthly Leadership meetings
- Parent issues and concerns- meetings
- Sign documents and bear responsibility to much of that process

National Association of Independent Schools Hand out

Jude Santa Barbara Report – includes roles and responsibilities, codes of ethic, etc.

Board goes to closed session:

Vote from Closed session: to hire attorney Lisa Corr for assistance with dues process case. All board members are in favor.

Meeting Adjourned.

Next Board Meeting: Thursday, August 17, 2006 @6:30PM

Roles and goals and new officers will be on agenda.

Respectfully Submitted by,

Jose Parada, Secretary