

OCS Board of Directors Agenda
Board of Directors
June 16th, 2007

Board members present: Scott, Kellie, Kim, Louis, Ken, Jude, Chris

Others present: Marc, Al, Catherine, Ex Ed, Alma, Nikki

Absent (on a work emergency): Jose

Note takers: Nikki and Kellie Jackson

Call to Order - Meeting called to order 8:45

Introduction of Visiting Board Candidates

Community Speakers

None identified

Budget Discussion/Finance Committee report given by new backoffice provider - 07-08- presentation by Ex Ed

Proposed budget is presented by Carrie and Laura from Ex Ed. Budget copy will also be in the Board folder

New proposed budget is based on actuals from this year and not conjecture.

Development Committee Report - Nikki presented

- Over \$5000.00 raised in annual giving campaign. Moving it to the Fall where it will remain for future years

-Working on a calendar for fundraising events, work in progress.

-Working on partnership with LA Social Venture Partners

- Louis has concern about the last paragraph statement "Not to be shared among outside of the board and development committee." Ken agreed that we have to be careful not to put this out because it conflicts with our agreement to keep things transparent.

General Board Action Items -

- Proposed Bylaw Revisions June 2007 approved- Louis motioned, Kellie seconds motion, all agreed

- Opening of checking account with Calif. Credit Union - Louis proposes that we have the board members on the account. Louis Move to have resolution changed to include board members, Scott seconds motion, all agreed

-Signing of document of interest Louis motioned, Kim seconds, all agree

Proposed Calendar for OCS Board 07-08 - Board meeting July 19th changed to July 23 evening, 5:30 p.m.

- Approval of Principal Salary Increase - Discussion about where the Governance Committee stands in the evaluation process. Chris Ferris and Jude Stabler remove themselves from the discussion at this point. Chris's salary was increased from 2005-2006 year to the 2006-2007 year, however it went from a 10 month to a 12 month payroll. A motion was passed by Louis increase Chris's salary from

- _____ to _____ for the 2007 - 2008 school year; seconded by Ken. Motion was unanimously passed.
- Discussion/approval of upcoming year's meeting schedule – tabled
 - Discussion/approval on 2007/2008 non teaching staff salary increases – there were 2 proposals brought to the board regarding increases for OCS staff members.
Proposal #1 – Scott motioned for approval; Kim seconds – unanimous approval
Proposal #2 – Scott motioned for approval; Louis seconds – unanimous approval

Discussion/Approval on faculty proposal to increase personal days and decrease staff development funds – Chris explains teachers would have a \$500.00 stipend for use w/ professional development. Currently there are 8 personal/sick days per teacher. Faculty is proposing an additional 2 days for a total of 10. Lengthy discussion regarding paying out any unused days at the end of the school year vs. accrual of days from one school year to the next. There is also a discussion about the rate of payout, is it the same as what subs are paid? The teachers think that they are paid less. Ken proposes we raise it to 10 days, keep the payout rate the same and at the end of the year move extra money into the conference and travel budget. This counters the teachers proposal that their development stipend be relinquished. This increase would be subsidized by monies slated for the Lead Teacher Conference allowance already in the budget; we are in essence moving monies from one place to another as opposed to adding additional expense. This is passed by Kellie, Scott, Kim and Ken. Louis and Jude abstain.

General Board Discussion – Strategic planning – Grow or no? Chris suggested we table this discussion until the mission/heart of the school is clarified. Scott will set this up with Peter Thorpe for August, possibly September.

Proposal for Budget Increase in Non-Educational Consultants
Discussion of proposal by Chris that Nikki Maxwell and Tracie Jackson's positions at the school be expanded to further our marketing and Grant writing efforts. Chris also indicated that this proposed increase is reflected in the proposed budget for 07/08. Fundraising/development should be a priority for the coming year and that she doesn't anticipate this kind of increase every year. Scott asked if the two could present quarterly to the board; Chris indicated that their efforts are reflected in the Development committee reports. Louis motions for approval, Kim seconds, proposal is unanimously passed.

Committee Reports/Action Items/Discussions

Facilities committee report was given by Louis and Ken. Per Louis existing lease isn't applicable to OCS and current school set up. Modifications were made including notes from school attorneys which was presented to Pastor Kevin of the church. Per Ken at the last meeting there was still the matter of 2% CPT and the maintenance issues. It would be:

- about \$5,000.00 more per year
- ROI is new heating units in 5 classrooms in the main bldg.
- fence repairs will be done over the summer
- exterior painting over the summer

Communication – we would like the church to offer fair warning and be more responsive
Utilities increase – there was an underpayment of \$1,260.00 that will be paid.
OCS wants to rent additional space in the Ranch House at \$1,129.00 annually
We currently pay .25 per square foot for use of land that our bungalows and storage units sit on

Current rent is \$94,491.00

Other ½ room \$1,129.00

Utilities \$1,721.00 (chk w/ Ken/Louis on this figure)

Other maintenance (floor waxing , etc) \$2,700.00

Church wants \$1,000.00 field contribution

Chris proposes we counter with a figure significantly lower because the church only pays \$1200.00; soccer pays \$400.00. Maybe OCS could match the soccer donation of \$400.00. Church doesn't pay for field maintenance now – Kevyn paid the \$1200.00 out of pocket and was reimbursed \$400.00. OCS doesn't lease the field at all.

Renacer staff will be asked to sign in and out and will be fingerprinted.

Committee wants board approval to negotiate on behalf of the board; should be no more that \$2,000.00 add'l. Scott motions for committee authorization, Kim seconds, unanimously approved.

GOVERNANCE COMMITTEE REPORT (read by Scott Miller)

Scott explained Principal Self Evaluation and talks about adoption of modified Iowa State yearlong evaluation document.

Scott gives update on nominating committee stating that we have 3, possibly 4, viable candidates (3 in attendance today). He explains that all will submit CV's and will be interviewed – recommendations will be made at the next board meeting.

Scott also indicates that he will coordinate and set up a date for a strategic planning session led by Peter Thorpe.

Principals report –

Chris read the retention report and explained the following:

- 1. there is a relationship between students new to the school this year and those who are being retained**
- 2. letters of notification have been sent to the families**

Chris reviewed 06-07 Benchmark Assessments with the board. The results show that have achieved target of 70% or better in most areas and will continue to work towards this goal for those grades/subject that are below. Ken inquired as to how the reports generated bu Edusoft are used. Board is informed that Teacher's receive a detailed version that is used as an indicator of what should be done for individual students. Parents receive them as well.

Approval of minutes from previous meeting w/ no modifications

Meeting reflection – Scott mentions that he thinks our meetings are running well and suggests that allowing speakers to finish their thoughts, without interruptions, will add to the efficiency of the meetings.

Adjourn- 12:50