

Our Community School
Board of Directors Meeting
September 18, 2008

Board members present: Chris Ferris, John Foley, Susan Friedman, Katherine Geeslin, Carolina Goodman, Jana Harper, Bill Maxwell, Scott Miller, Louis Pugliese, Danielle Quinto. **Board members absent:** Heather Ashton, Bobby Blatt, David Marsh

Non-Board members present: Laura Bauer, Ex Ed

The meeting was called to order at 5:40pm by Board Chair Scott Miller. Minutes of the last meeting were approved.

Finance Committee:

- Laura, from ExEd, OCS's back office provider, explained that the State budget has not yet been approved so there will be a delay in some funds. OCS is under enrolled by two students, which translates to \$13,881 less than we had budgeted. Cash flow is definitely an issue, but we haven't yet had to dip into our line of credit. Significant expenses (\$110,000) arose that we had not budgeted for. See ExEd notes for details. OCS will need to rework its budget in order to handle these unexpected expenses. This underscores the importance of fundraising. We are nowhere near the 5% recommended for reserves.
- Scott moved to approve the financials. Jana seconded. The motion carried.
- Katherine, Finance Committee Chair, reported that the committee has not yet met. She distributed a spreadsheet of income and expenses for the upcoming 5K event.

General Action Items:

- Board Norms have been organized into three sections. Bobby would like to edit the list down to about eight. Bill moved to approve the Board Norms. Jana seconded. The motion was carried.
- Principal's Goals: Carolina pointed out that the program and administrative goals are appropriate, and suggested that the goals for Board support not be evaluated. Chris reminded us that her work with Facilities is a major part of what she does. Scott replied that this is the responsibility of the Facilities Committee. John strongly suggested that this is the responsibility of every Board member. Scott moved to approve the program and administrative sections of the principal's goals. Carolina seconded. The motion carried.
- Principal as non-voting member of the Board: Jana moved to adopt this resolution. Katherine seconded. The motion carried.
- Board Development: There was discussion about including Board training before each meeting. Understanding the Budget in October; Facilities issues in December; Fundraising and Development in January, and Brown Act in March. Jana moved to approve this plan for Board development. John seconded. The motion carried.
- Committee membership: Scott distributed a list to be added to each Board member's notebook.
- Scott reported that Board members' insurance had been acquired for a Board up to eight members. Now that we have 12, we are asking Beth to do research about whether we need to increase the amount of insurance we carry.

Development Committee

- Annual Support Campaign is off to a slow start. We will not be making follow up phone calls in September as originally planned. Having two major fundraising activities in September will negatively impact our families. Instead, we will do this the first week of November.
- Mid-Valley 5K: Ken has been doing a great job of organizing. We are still below our goal for sponsors in order to start the event in the black. This is a Board event and members need to make an effort to secure sponsors, as well as be there on the day of the race at 6:00 AM to help with set up.

Facilities Committee

- LAUSD is giving us portables (3 classrooms and 1 bathroom). We would need \$100,000 to site these portables. We also need a formal site plan to apply for a permit.
- Chris asked if we should be taking our mini-campaign for the Devonshire site to the next level, i.e. letters and phone calls from OCS families and supporters. CCSA is working hard to ensure that charter schools receive their fair share of bond funds, should it pass. If OCS files for Prop. 39 funds, we can be part of a class action suit. Louis heard that the closed campuses would not be available for two years, and LAUSD is considering razing the sites and building from scratch.
- Our agreement with the church to rent the two new classrooms is only for this year. The committee needs to begin reviewing our rental contract.
- Jana reminds us to keep on the table the possibility of buying the property and renting facilities to the church.
- The committee will investigate all the pros and cons of staying or moving.
- Parking problems have surfaced with the addition of so many new families. The committee will address this issue.

Program Committee

- Chris distributed a planning tool for the committee members to come up with language in keeping with OCS's mission for ESLR's (Expected School-wide Learning Results) for the WASC self study. Members will also identify specific goals, methods of assessment, and benchmarks for the next three years.

Wellness Committee

- We did not receive the PEP grant for a physical education program, but we learned a lot from the feedback we received, and will apply again next year.
- We plan to write a "Love your Veggie's" grant.
- At Back to School Night, we will begin a snack drive.

Principal's Report

- We have a new special ed resource person; Brent will be here twice a week. We will also have a speech therapist once a week.
- Chris distributed a chart comparing OCS with LAUSD's standardized test scores. LAUSD's goal for schools is 800; OCS reached 833. Grant makers don't care so much what the number is, as long as there is an upward trend. With the addition of two new classrooms, we expect lower scores next year.

- In Language Arts, OCS has 65% of its students at the advanced or proficient levels; LAUSD's average is 34%. OCS has 12% of its students at the below proficient levels in Language Arts; LAUSD's average is 20.6%. In Math, OCS has 67% of its students at the advanced or proficient levels; LAUSD's average is 35%. OCS has 13% of its students at the below proficient levels in Math; LAUSD's average is 20%.
- Chris looked into recognition programs like California Distinguished Schools and Blue Ribbon Schools, but one awards every other year (not this year) and the other requires the school to be in existence for at least five years. Chris suggests that we seek CCSA awards for teacher, administrator, and school.
- Chris wonders if there is anything we can do about attrition in 6th grade. The program committee will discuss this.

Open Forum Discussion:

- Committee Reports will be sent to Board members ahead of time so that only highlights need to be shared during meetings.
- Mandatory Parent Meeting October 16 in the Sanctuary. John and Danielle will prepare an introduction. Committee Chairs will prepare a short description of their committees, then will meet with parents in break out groups. We will invite PTSA to present as well. Board members will meet at 5:30 on that evening to rehearse. Board members will make calls to families to encourage their participation. Chris will send names and phone numbers to each Board member.

The meeting was adjourned at 8:35.

Respectfully Submitted,

Carolina Goodman, Board Secretary