

# Minutes

## OGCS Charter School Board of Directors Meeting

Wednesday  
6 PM  
December 16, 2009

OGCS Admin Office  
16900 Hwy. 9  
Boulder Creek, CA. 95006

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1. **CALL TO ORDER: 6:04 pm.**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA: Unanimous approval by vote.**
4. **ROLL CALL: Officers present: Janet Marsh (CFO), Becky Cote (President), Mary Ann Shapiro (Secretary). Board of Directors present: Becca Ackermann, Lisa Bennett, Mary Burns, Nadine Ferguson, Julie Frandsen-Horner, Rhonda Jensen, Linda Koflanovich, Karen Martin, Delyna Reil, Jeff Rutschow, Tina Swanson, Traci Tokhi, Joanne Torreano, Kim Wickstrum, and Ann Wolfe.**
5. **HEARING OF THE PUBLIC**

Members of the public may be heard on any item. A person addressing the Council 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 Council.

**Julie Horner inquired as to why an approved vendor who offers transportation is not allowed to transport Ocean Grove students registered in the vendor's program. Janet Marsh replied that this is an insurance question. OGCS's coverage is different than that of a site-based school, and it has been decided among the school's attorneys that it is too much of a liability risk. Julie asked if a waiver could be submitted to allow for the transportation. Janet responded that the waiver would be handled by IEM, and that Julie could follow up on this by emailing Janet, Becky Cote, or John Wilberger. Janet and Becky's email addresses were provided:  
Janet Marsh may be contacted at: [jmarsh@ieminc.org](mailto:jmarsh@ieminc.org)  
Becky Cote may be contacted at: [bcote@ieminc.org](mailto:bcote@ieminc.org)**
6. **ACTION ITEMS**
  - A. Consent Agenda
    - a. Approval of September 23, 2009 minutes.  
  
Motion to Consent Agenda by Karen Martin  
Seconded by Rhonda Jensen  
**Motion approved by Roll Call Vote, unanimous.**
  - B. Cover the graduation with money from eScrip and other fundraising monies. Mary Ann reported that the school has need for approx. \$300, (based on last year's costs) for refreshments, sound system rental, and decorations for graduation ceremony. This item is asking for the approval to use these funds for this purpose. Mary Ann added that the next Board of Directors Meeting will give specifics as to numbers of graduates, therefore the specific financial need. Becky Cote mentioned that these funds can also be used to pay for water and snacks for students on STAR test dates.  
Motion to approve by Tina Swanson  
Seconded by Joanne Torreano  
**Motion passed: 15 approved/ 0 opposed/ 1 abstention**
7. **DISCUSSION ITEMS**
  - A. Discussion of Board of Directors duties: Janet gave a description of the duties of the OGCS Board of Directors: "The Board of Director's duty is to support the vision of the School. Participating on a sub-committee helps the Board, e.g. the Park Days committee to help the community part of supporting our Vision and Goals. Mary Ann Shapiro will send a link to all Board of Directors which describes the 'Role of the Board Member'."  
Becky Cote will also send a packet to the Board of Directors explaining the Role of the Board of Directors with specific emphasis on the Vision and Goals so that the Board of Directors is clear as to their job/role.
  - B. WASC Visitation Team Information: Parents on WASC Sub-committee will be sent a copy of WASC document so they are aware of what the structure of WASC is. Will go out early January.  
Becky: The WASC team will visit Sunday, Feb. 21 at the Resource Center in Boulder Creek on Hwy.9. There will be refreshments and a presentation that Board of Directors may attend. A couple of days later, the team will want to ask questions of Board of Directors, and we are looking for volunteers for that task. Rhonda Jensen asked about

what specific time the meeting is. Becky replied that it will probably be between 2:00-4:00. You will be informed well in advance of the specific time, as well as materials that will orient you to the type of questions that will be asked, and the framework of the school (Chapters 1-5).

Mary Ann has recorded 5 volunteers so far. Julie Horner offered to be added to the list of volunteers and Mary Ann will add her.

C. Board of Director Sub-Committees: Mary Ann gave the following information:

*Graduation Committee:* need those on this committee to suggest speaker for ceremony. Mary Ann will receive any suggestions with the candidate's credentials. Directors will review. Need this committee to suggest places to rent sound system.

*GEA Committee:* We need suggestions from this committee for GEAs in your area. Contact Mary Ann with suggestions. These members help set up the GEA event. Kim Wickstrum asked for examples of previous GEAs. Mary Ann listed Monterey Bay Aquarium, USS Hornet, King Tut Exhibit, Science Camps, other local events. Even free events are ok, although not school-sponsored, therefore not officially GEAs. Example: the free opera in San Jose.

*Finance Committee:* Current members are Karen Martin and Lisa Bennet. The Finance Committee will receive statements to be reviewed prior to meeting. They have been previously reviewed and approved by Directors, auditors, and District. The role of this committee is to look for blatant discrepancies and bring them to the attention of the school administrators. The Finance Committee and the Board at large do not hold any legal liability, only gives final "OK".

*Yearbook Committee:* Mary Burns and Jan Schultz are on this committee. They have ideas and direction and are moving forward. Additional volunteers needed.

Mary Ann will send out subcommittee information to each person who has volunteered/been assigned to a subcommittee.

- D. Graduation date: May 15, 2010. 8<sup>th</sup> Grade ceremony at 2:00 pm, High School ceremony at 3:30; held at the Amphitheater at the Ocean Grove Resource Center site. Mary Ann mentioned that last year the outdoor temperature rose so much that it was necessary to move the ceremony indoors at the last minute. At this point, there is no alternative to the Amphitheater site. Mary Ann also mentioned that the school is looking for a speaker for graduation. It is requested that Board of Directors send any suggestions, along with the potential speaker's credentials to Mary Ann at [mshapiro@ieminc.org](mailto:mshapiro@ieminc.org). Mary Ann also mentioned that we are still looking for a reasonably priced sound system to rent for the ceremonies.
- E. Park Day Julie Horner offered to help set up this event in Monterey County. Mary Ann mentioned that this event is not in competition with any other social groups, rather an opportunity for Ocean Grove families to network informally. Mary Ann stated that Park Days in each geographical region (counties Ocean Grove serves) are being set up—Park Day in San Mateo is in progress.
- F. Placing items on the agenda: Becky: Board of Directors may always submit items for the upcoming Agenda
- G. Fundraising update: See above action item on eScrip for Graduation. Mary Ann Shapiro: E-Script acct. is currently \$240.00-- need to increase to meet need.

8. **CLOSING COMMENTS:** Mary Ann reported that the 2<sup>nd</sup> Annual Ocean Grove Spelling Bee was successful. It occurred on December 8<sup>th</sup>, 2009 with 17 Ocean Grove students participating. Mary Ann said the kids had fun and it was great to observe their enthusiasm. The winner was Julian Potter. The school is also planning a Science Fair and Geography Bee for the near future.

9. **ADJOURN**

**Motion to adjourn:** Kim Wickstrum

**Second:** Karen Martin

**Passed unanimously.**

These Minutes were submitted by Kim Beaumont, OGCS Secretary, and posted at 16900 Highway 9, Boulder Creek, CA 95006.