

**Our Community School
Board of Directors Meeting
Wednesday, November 19, 2025 at 6:30 pm**

**ON-SITE MEETING LOCATION
OUR COMMUNITY SCHOOL
MPR (Multi Purpose Room)
10045 Jumilla Ave, Chatsworth, CA 91311**

SATELLITE MEETING LOCATIONS
(required for board members joining
remotely)

OUTSIDE LA COUNTY:
923 Puerto Place, Ventura, CA 93001

Community Members may choose to join in-person or via Zoom Meeting at:
<https://ourcommunityschool-org.zoom.us/j/81253770611?pwd=IWofnNJ0h6uZRaQ5RvDBunDS1dPFHe.1>

Meeting ID: 812 5377 0611
Passcode: 668082

Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (818) 538-9313. All efforts will be made for reasonable accommodations.

Public Documents Folder:

https://drive.google.com/drive/u/3/folders/1xc_RLkx2jpIVRO-xREr0gAdgK8vpHM6r

Board Members Present: Greg Knotts, Judy Kogan, David Connelly, Tamara Schiff, Kimberli Robinson (arrived 6:38pm)

Board Members Absent: Yi Ding, Kelly Simon

School Staff Present: Carey Bartlow, Principal; Ana Jimenez Gomez, Faculty Advisors;

Community Advisors Present: Irina Castillo, ExEd; Ryan French, Panda Partners

Meeting called to order at: 6:35pm

BOARD MEETING MINUTES

- I. **Greetings**
- II. **Community Speakers** (3 minutes each) - Any member of the public may comment on anything within the board's jurisdiction during the public comment period. Those who

wish to comment may either use the “raise hand” tool (for virtual attendees) or the sign up sheet (provided at in-person meetings). Each individual is allotted up to three (3) minutes, and the public comments section of our meetings may be limited to a reasonable amount of time as determined by the board. While the board cannot respond to any comments made by the public (per the Ralph M. Brown Act), speakers are welcome to follow up with the board chair(s) via email unless directed otherwise.

III. **Reading of the OCS Mission and Vision** (3 mins)

A. **Mission Statement:** Our Community School guides our students to be Empowered, Ethical, and Informed community members. Our diverse and caring community integrates academics with creativity, thereby fostering independent thinkers, problem solvers, and leaders. We nurture multiple aspects of a child’s development: physical, emotional, intellectual, artistic, and social.

B. **Vision Statement:** OCS staff members, students, and families strive to create a culture of acceptance and belonging where all students are honored. OCS Community members will be given the tools and support to positively impact their local and global communities by being Empowered, Ethical, and Informed.

IV. **Consent Agenda** (3 mins) The following item(s) may be adopted by a single vote of the board, or any item(s) may be pulled off of consent by any member’s request (without any need for a vote to pull from consent).

A. **Approve** Minutes for October 29, 2025 Board Meeting

B. **Approve** Agenda for November 19, 2025 Board Meeting

Motion to approve: Tamara Schiff

Seconded: David Connelly

Approved by Roll Call Vote: Greg Knotts, Judy Kogan, David Connelly, Tamara Schiff, Kimberli Robinson

V. **Governance Committee** (10 mins) The Board will be given an opportunity to ask questions about the report provided by the Governance Committee Chair

A. **Governance Committee Meeting Report:** A brief report and discussion about the governance committee meeting actions being taken/considered.

B. Board Member Recruitment Update

One potential board member - application, interview, Governance Committee review

Timeline: November Governance Committee meeting and December vote at Board meeting

C. Equity Task Force Update

In Ding’s absence, Carey reported on status of Equity Survey, Affinity Group creation, Culturally Responsive Learning, Youth Leadership

VI. **Finance Committee** (20 mins) The Board will be given an opportunity to ask questions about the report provided by the Finance Committee

A. **Finance Committee Meeting Report:** A brief report and discussion about the finance meeting actions being taken/considered.

B. **October 2025 Financials:** The Board will **review and vote** to approve the

October 2025 Financials, including the financial dashboard as prepared by ExEd, check register, and credit card register.

Motion to approve: David Connelly

Seconded: Kimberli Robinson

Approved by Roll Call Vote: Greg Knotts, Judy Kogan, David Connelly, Tamara Schiff, Kimberli Robinson

C. **Review and Vote to Approve** Updated OCS Fiscal Policies and Procedures for 2025-26.

Motion to approve: David Connelly

Seconded: Kimberli Robinson

Approved by Roll Call Vote: Greg Knotts, Judy Kogan, David Connelly, Tamara Schiff, Kimberli Robinson

D. **Review and Vote to Approve** FY25-26 1st Interim Report.

Motion to approve: David Connelly

Seconded: Greg Knotts

Approved by Roll Call Vote: Greg Knotts, Judy Kogan, David Connelly, Tamara Schiff, Kimberli Robinson

E. **Review Update on OCS Investments and East West Bank:** The Board will receive updates on status of investments, and consider **Approving** proposal from East West Bank.

The Board received an update on the status of events but did not consider a proposal from East West Bank. No action was taken.

VII. **School Leadership Report from OCS Executive Director, Carey Bartlow** (40 mins)

The Board will be given an opportunity to ask questions about the Executive Director Report, summarizing any updates and actions taken during the month and any recommendations to the Board.

A. Operational Update

1. Nutritional Audit from the State
2. School Site Council Meeting
3. Oversight Visit-December 11th, 2025

B. Educational Program Update-

1. LCAP Goals and Actions relative to review of [California Dashboard Results](#)
2. **Review** English Learner Master Plan

C. Development Update

1. Kids Dash- November 12, 2025- \$18,884 raised as of 11.15.25. Last year we exceeded \$30,000.00- Revive with Boosterthon or a theme.
2. Communications and Marketing Liaison
 - a) Brochure, social media, digital newspapers in community
 - b) Connect with people through Lotterease and School Tours
 - c) Attend Local Preschool and introduce them to our program

- d) Support with parent engagement via high school night
- 3. Annual Giving- December 2, 2025
 - a) Community Sponsorships
 - b) Corporate Matching
- 4. Our Community School Gala- March 7, 2026
 - a) We have a strong committee and I am excited for their enthusiasm. They are working on a theme and a possible experience for the attendees. If you do not have this date marked on your calendar, please add it you will not want to miss it. Save the dates will be coming soon.

VIII. **Board Chair Report** (10 min) The Board will be given an opportunity to ask questions about the report provided by the Board Chair, summarizing any updates and actions taken during the month and any recommendations to the Board.

IX. **Panda Partners** (5 min) the Board will be given an opportunity to ask questions about the Panda Partner's report, given by Panda Partner Co-Presidents Ryan French and/or Tina Herrera, summarizing any updates and actions taken during the month.

X. **Announcements and Adjourn**

Adjourned: 8:19pm