

**Our Community School  
Board of Directors Meeting  
Wednesday, February 28, 2024, at 6:30pm**

**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)

**INSIDE LA COUNTY:**  
21208 Celtic Street, Chatsworth, CA 91311  
4900 Topeka Drive, Tarzana, 91356

**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/89767705493?pwd=eEtMWDhNRIIGbTZYaHFWTXNsemF3Zz09>

**Meeting ID: 897 677 05493**

**Passcode: 810439**

Public Documents Folder:

[https://drive.google.com/drive/folders/1RO2VLjWav\\_MraBsC98Yrf4RseVozDMph?usp=drive\\_link](https://drive.google.com/drive/folders/1RO2VLjWav_MraBsC98Yrf4RseVozDMph?usp=drive_link)

**Board Members Present:** Annie Parnell, Judy Kogan, David Connelly, Greg Knotts; (Virtual)  
Tamara Schiff, Yi Ding, Kelly Simon

**Board Members Absent:** N/A

**School Staff Present:** Carey Bartlow, Principal; Deja Munn, Alyssa Faculty Advisors;

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

Meeting called to order at: 6:36pm

**BOARD MEETING MINUTES**

- I. **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.

II. **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.

III. **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 January 31, 2024 SPECIAL Board Meeting
- B. **Approve** Minutes for February 2, 2024 SPECIAL Board Meeting
- C. **Approve** Agenda for February 28, 2024 Board Meeting
- D. **Approve** Minutes for January 24, 2024 Board Meeting

Motion to approve with amendment to remove IX Closed Session: Judy Kogan

Seconded: Annie Parnell

Approved by Roll Call Vote: Annie Parnell, Judy Kogan, David Connelly, Greg Knotts; (Virtual) Tamara Schiff, Yi Ding, Kelly Simon

IV. **Governance Committee** (5 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 meeting actions being taken/considered.

V. **Finance Committee** (30 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. **January Financials:** The Board will **review and vote** to approve the January Financials, including the financial dashboard as prepared by ExEd, check register, and credit card register.

- Kelly suggested that we build the 24-25 budget on a conservative projection of enrollment
- Carey explained the breakdowns of the increased cost of teacher/staff

Motion to approve: David Connelly

Seconded: Annie Parnell

Approved by Roll Call Vote: Annie Parnell, Judy Kogan, David Connelly, Greg Knotts; (Virtual) Tamara Schiff, Yi Ding, Kelly Simon

### C. Review and Approve FY23-24 2nd Interim Report

Motion to approve: Annie Parnell

Seconded: Tamara Schiff

Approved by Roll Call Vote: Annie Parnell, Judy Kogan, David Connelly, Greg Knotts; (Virtual) Tamara Schiff, Yi Ding, Kelly Simon

### D. FY23-24 Auditor Selection

The Finance Committee and the Audit Task Force are satisfied with the current auditor and both recommend the same auditor for next year

### E. Review and Approve FY22-23 990

Motion to approve: David Connelly

Seconded: Annie Parnell

Approved by Roll Call Vote: Annie Parnell, Judy Kogan, David Connelly, Greg Knotts; (Virtual) Tamara Schiff, Yi Ding, Kelly Simon

### F. Task Force Updates

Establishment of a Finance Task Force because of the significant projected loss (1 million) and increase of OCS expenses (special education, substitute teachers) - Toyin, Alma, Carey, Beth, David, Judy, interested board, teacher, and community members should reach out to David or Judy to join the Task Force to discuss weekly staffing, operation of OCS, line-by-line items, special ed cost and various options, etc.

VI. **School Leadership Report from OCS Interim Executive Director, Carey Bartlow** (40 mins) The Board will be given an opportunity to ask questions about the Leadership Report, summarizing any updates and actions taken during the month and any recommendations to the Board.

A. Operational and Compliance Update

B. Review and Approve **Motion ED#02.28.24 Resolution to Approve 2022-2023 School Accountability Report Card**

Motion to approve: Annie Parnell

Seconded: David Connelly

Approved by Roll Call Vote: Annie Parnell, Judy Kogan, David Connelly, Greg Knotts; (Virtual) Tamara Schiff, Yi Ding, Kelly Simon

C. Equity Task Force Update

D. LCAP update to the Board

- Amended to Mid-Year LCAP Review

Greg acknowledged the fact that Carey worked based on a budget plan that was created by the previous ED and asked how she would address the spending over budget and move forward with a conservative budgeting; Carey agreed with the

challenge of working with a budget created by someone else and suggested that she would adjust the budget to be line-by-line going forward to be more financially responsible

- E. Educational Program Update
- F. WASC Update

VII. **Board Chair Report** (5 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.

- A. Review and Approve **Motion BO#02.28.24 Granting of Signatory Powers to Carey Bartlow & Elizabeth Wolfsbauer**

Motion to approve: David Connelly

Seconded: Greg Knotts

Approved by Roll Call Vote: Annie Parnell, Judy Kogan, David Connelly, Greg Knotts; (Virtual) Tamara Schiff, Yi Ding, Kelly Simon

VIII. **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.

IX. **DELETED: CLOSED SESSION: Conference With Labor Negotiators (20 minutes)**  
*Agency Designated Representative(s): Board Co-Chairs*  
*Unrepresented Employee: Interim Executive Director*

X. **Announcements and Adjourn**

Meeting adjourned at 7:57pm