

**Our Community School
Board of Directors Meeting
Wednesday, September 25, 2024 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)

INSIDE LA COUNTY:
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=eEtMWDhNRlIGbTZYaHF
WTXNsemF3Zz09](https://ourcommunityschool-org.zoom.us/j/89767705493?pwd=eEtMWDhNRlIGbTZYaHFWTXNsemF3Zz09)

Meeting ID: 897 677 05493

Passcode: 810439

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/1pc3FTs6PzNWtXzuelieBR7d4yhlA81CJ>

BOARD MEETING MINUTES

Meeting called to order: 6:35pm

Board Members Present: Judy Kogan, Kimberli Robinson, David Connelly, Greg Knotts, Yi Ding; (Virtual) Tamara Schiff

Board Members Absent: Kelly Simon

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

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

- I. **Greetings and Welcome**
- 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 August 28, 2024 Board Meeting
 - B. **Approve** Agenda for September 25, 2024 Board Meeting

Motion to approve: David

Seconded: Ding

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

- 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 meeting actions being taken/considered.
 - B. Board Member Recruitment
 - C. Equity Task Force UpdateEquity Task Force survey goes out soon and will close on 10/4
- 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. **August Financials:** The Board will **review and vote** to approve the August Financials, including the financial dashboard as prepared by ExEd, check register,

and credit card register.

Motion to approve: David

Seconded: Greg

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

C. **2023-2024 Audit Task Force:** Approve Motion #FIN09.25.24A - Resolution to Establish Audit Task Force to review 2023-24 audit of OCS financial statements.

Motion to approve: David

Seconded: Ding

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

D. **Update Fiscal Policy and Procedures:** The Board will **review and vote** to approve updated Fiscal Policies and Procedures for 2024-25.

Motion to approve: David

Seconded: Judy

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

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 and Compliance Update

B. Educational Program Update

C. Special Education Program Update

D. LCAP Update

E. Review and **Approve** Conflict of Interest Code, **Motion ED#09.25.24A**

Motion to approve: David

Seconded: Ding

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

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.

A. Strategic Plan Task Force

1. Greg researched best practices for small charter schools

B. Staff Survey Task Force update

1. In progress; a bit delayed, but will go out soon

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: 7:40pm