



OLIVE GROVE CHARTER SCHOOLS, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Thursday, June 15, 2023, 4:00 pm (Pacific Time)

## MINUTES

1. **CALL TO ORDER** Deb Willems called the meeting of the Olive Grove Charter Schools, Inc. Board of Directors to order at 4:01pm
2. **ROLL CALL**

Deb Willems, Board Chair	present
Terry Dickinson	present
Hank Gallina	present
Jackie Heidt	present
3. **APPROVAL OF AGENDA**

**MOTION:** Deb Willems moved to approve the agenda as presented.  
**SECONDED:** Jackie Heidt  
**DISCUSSION:** None  
**APPROVED** by a vote of 4-0  
Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)
4. **PUBLIC COMMENT**

None
5. **APPROVAL OF CONSENT AGENDA**

**MOTION:** Deb Willems moved to approve the consent agenda as presented, which included the minutes from the Board meeting on June 8, 2023 and the check register for the month of April.  
**SECONDED:** Hank Gallina  
**DISCUSSION:** None  
**APPROVED** by a vote of 4-0  
Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)
6. **REPORTS/ TRAININGS/ PRESENTATIONS**
  - A. Reports
    - i. Executive Director's Report  
Meg Rydman reported that there is not much to update since last week's meeting. Things school-related are quieting down, but ramping up with the move for the office - Tuesday is the day! After things settle with the move, she foresees July providing a great opportunity for reflection and focused work on plans for the new school year. All but a few 12-month staff members are on summer break and/or vacation as of next Friday 6/23.

ii. Board Members' Reports  
None

iii. Financial Report - through April

Kristin Nowak provided a financial report through April. Through April 30 YTD revenues were little high, which is never a problem. YTD expenses under current budget - missing a payroll in this, supplies & services trending low - net income surplus position. Strong cash position. Healthy position.

EPA dollars for state are going to be reduced and/or delayed. Will not be receiving 4th quarter apportionment and may have to pay back some of the 3rd quarter apportionment if we were overpaid. Total funding for ADA is preserved - LCFF will backfill any reductions.

Response to May revise 8.22% COLA LAO has suggested conservative approach to budgeting -recommending COLA closer to 5% until time state budget is actually adopted.

B. Presentations

i. Required Reporting of Local Performance Indicator Results

Meg Rydman presented the ratings on the Local Indicators Self-Reflection Tool for the current academic year for each Olive Grove school. This presentation was informational only. The Indicators will be submitted to the CDE in Fall 2023.

C. Trainings

None

## 7. ACTION ITEMS

A. Approval of 2023-24 Local Control Accountability Plan and Federal Addendum for each Olive Grove Charter School

i. Olive Grove Charter-Buellton

- a. 2023-24 Local Control Accountability Plan (LCAP)
- b. Federal Addendum

ii. Olive Grove Charter-Lompoc

- a. 2023-24 Local Control Accountability Plan (LCAP)
- b. Federal Addendum

iii. Olive Grove Charter-Orcutt/Santa Maria

- a. 2023-24 Local Control Accountability Plan (LCAP)
- b. Federal Addendum

iv. Olive Grove Charter-Santa Barbara

- a. 2023-24 Local Control Accountability Plan (LCAP)
- b. Federal Addendum

**MOTION:** Deb Willems moved to approve the 2023-24 Local Control Accountability Plan and Federal Addendum for each Olive Grove Charter School.

**SECONDED:** Hank Gallina

**DISCUSSION:** Meg Rydman explained that the 4 LEAs, in compliance with CDE requirements, have completed the final version of the 2023-24 LCAP including the required financial information for

adoption by the Board of Directors. Updated Federal Addendums for each Olive Grove school were also included for review and adoption by the Board of Directors.

**APPROVED** by a vote of 4-0

Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)

B. Approval of 2023-24 Initial Budgets for each Olive Grove Charter School

- i. Olive Grove Charter-Buellton - 2023-24 Initial Budget
  - a. 2023-24 Budget Report - Alternative Form
  - b. 2023-24 LCFF Calculator
  - c. 2023-24 Cash Flow
- ii. Olive Grove Charter-Lompoc - 2023-24 Initial Budget
  - a. 2023-24 Budget Report - Alternative Form
  - b. 2023-24 LCFF Calculator
  - c. 2023-24 Cash Flow
- iii. Olive Grove Charter-Orcutt/Santa Maria - 2023-24 Initial Budget
  - a. 2023-24 Budget Report - Alternative Form
  - b. 2023-24 LCFF Calculator
  - c. 2023-24 Cash Flow
- iv. Olive Grove Charter-Santa Barbara - 2023-24 Initial Budget
  - a. 2023-24 Budget Report - Alternative Form
  - b. 2023-24 LCFF Calculator
  - c. 2023-24 Cash Flow

**MOTION:** Deb Willems moved to approve the 2023-24 Local Control Accountability Plan and Federal Addendum for each Olive Grove Charter School.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Kristin Nowak presented information about the 2023-24 initial budgets and explained that based on the instructional and operational priorities established by each LEA, the operating budgets for 2023-24 which align to the LCAP, were recommended for approval by the Board of Directors.

**APPROVED** by a vote of 4-0

Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)

C. Approval of Accelerate Quote 2023-24

**MOTION:** Deb Willems moved to approve the Accelerate Quote 2023-24.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Meg Rydman explained that this purchase will secure our selected curriculum for Olive Grove students in grades TK-5 for the 2023-24 school year. Accelerate is the same curriculum we used for 2022-23.

**APPROVED** by a vote of 4-0

Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)

D. Approval of 2023-24 CharterSafe Membership Proposal

**MOTION:** Deb Willems moved to approve the 2023-24 CharterSafe Membership Proposal.

**SECONDED:** Hank Gallina

**DISCUSSION:** Meg Rydman explained that this proposal renews our contract with CharterSafe to provide insurance and risk management services for one school year. It represents an annual cost of \$141,200 for their services.

**APPROVED** by a vote of 4-0

Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)

- E. Approval of the 2023-2024 NPA (Nonpublic, Nonsectarian School/Agency Services) SELPA Master Contract

**MOTION:** Deb Willems moved to approve the 2023-2024 NPA SELPA Master Contract.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Meg Rydman explained that LEAs are required to develop and utilize a master contract if/when procuring services through an NPA/S. Olive Grove annually adopts the document developed by the El Dorado Charter SELPA to use as needed to meet this requirement.

**APPROVED** by a vote of 4-0

Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)

- F. Board Approval/Ratification of Compensation Comparability Study for Executive Director Position

**MOTION:** Deb Willems moved to approve the Compensation Comparability Study for Executive Director Position.

**SECONDED:** Jackie Heidt

**DISCUSSION:** Deb Willems presented and explained the comp study.

**APPROVED** by a vote of 4-0

Deb Willems (Y) Terry Dickinson (Y) Hank Gallina (Y) Jackie Heidt (Y)

- G. Board Chair: Required Oral Report Regarding Board Approval of Executive Director Contract  
This item was tabled.

- H. Board Ratification/Approval of Executive Director Contract  
This item was tabled.

## 8. DISCUSSION/INFORMATIONAL ITEMS

- A. Board Business  
None

- B. New Business/Future Agenda Items

- i. Schedule next Board meeting date(s) and time

- a. July and/or August

The Board determined meetings in the 2023-24 school year will be held the second Thursday of the month, except November which will be 11/16/23. The first meeting will be August 10. Meg Rydman will put together the full schedule for 23-24.

- b. Consider an additional date in August/September for annual retreat/Board training

The Board wishes to maintain November as an organizational meeting/training.

Hank would like to build in a work session/discussion time about positive deviance.

## 9. NEXT MEETING DATES

- August 10, 2023, 4:00pm

#### **10. ADJOURNMENT**

The meeting was adjourned at 5:03pm.