



OLIVE GROVE CHARTER SCHOOLS, INC.

BOARD OF DIRECTORS

REGULAR MEETING AGENDA

Thursday, February 8, 2024, 4:00 pm (Pacific Time)

820 N. H St., Lompoc, CA 93436

5200 Clapboard Creek Dr., Jacksonville, FL 32226

Public access in person at the above locations or at any OGCS learning center or via telephone

Dial phone number: 484-469-5566, Enter PIN: 716 231 706#

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Deb Willems, Board Chair _____
Terry Dickinson _____
Hank Gallina _____
Jackie Heidt _____

3. APPROVAL OF AGENDA

The Board will take action to approve the agenda as presented/amended.

4. PUBLIC COMMENT

Public comment may be made on non-agenda or agenda items. The total time for this purpose shall not exceed thirty (30) minutes, with no more than fifteen (15) minutes allotted to comments on non-agenda items and no more than fifteen (15) minutes allotted to comments on agenda items. The Board is prohibited from taking action on any item that is not part of the published agenda.

Public comments may be made verbally (in person by submitting a speaker form before the start of the meeting; remotely by phone by indicating a wish to make public comment) OR they may be submitted in writing via email to publiccomment@olivegrovecharter.org before the start of the meeting. Written public comments should be limited to 500 words. Comments submitted by email will be read aloud by the secretary, a Board Member, or their designee in the order in which they were received. Any written comments that exceed the total limit will be included as part of the record but not read during the meeting.

5. APPROVAL OF CONSENT AGENDA

These agenda items compose the consent agenda and unless removed by the request of a Board member will be approved by the Board as a group as the first action on the agenda. Each item approved shall be deemed to have been read in full and adopted as recommended.

A. Approval of Minutes - [Minutes of Regular Board Meeting, January 11, 2024](#)

B. Approval of Check Register - [January](#)

6. REPORTS/ TRAININGS/ PRESENTATIONS

A. Reports

- i. Executive Director's Report
- ii. Board Members' Reports
- iii. [Financial Report](#) through December

B. Presentations

- i. Buellton and Lompoc Learning Centers Update -Presented by Kristan Morrison, Learning Center Director
- ii. LCAP Mid-Year Update

C. Trainings

None

7. ACTION ITEMS

A. Approval of [OGCS, Inc. Fiscal Policies and Procedures](#)

Annual review and approval. No recommended changes are included in the document at this time. Prior to final approval, the Board may wish to discuss increasing the purchase amount the Executive Director may authorize without Board approval. (p. 6 section 202, p. 13 section 701)

B. [Approval of OGCS, Inc. Comprehensive School Safety Plan](#)

Annual review and approval required by March 1. This safety plan incorporates elements to comply with all new legislation, including but not limited to "responding to potential opioid overdose" and "responding to dangerous, violent, or unlawful activity".

C. Approval of revisions to [OGCS, Inc. Uniform Complaint Procedures](#)

AB 1078 was signed into law in September 2023 as urgency legislation and is now in effect. As it applies to this agenda item, AB 1078 requires schools to update their UCPs to address book bans. These procedures presented for approval were revised based on the most current template offered by the Charter Schools Development Center (CSDC), which includes the requisite section on instructional materials (book bans) as well as other updates since the UCP was last amended.

D. [Approval](#) to Change Teachers and Education Specialists to a 10-month/20-pay Period Payroll Cycle, effective July 1, 2024

Teachers and Education Specialists work 10 months/185 days. They are currently on an 11-month/22-pay period cycle, which is not in alignment with their actual work calendar. Additionally, moving to a 10-month/20-pay period cycle will allow all currently employed teachers and ed specialists to qualify as exempt from overtime. This will go into effect with the 2024-25 school year.

E. Approval of the Olive Grove Charter Schools, Inc. [School Calendars for 2024-2025 and 2025-2026](#)

The proposed 2024-25 and 2025-26 calendars include 175 student instructional days (the minimum number of required instructional days for charter schools), 185 teacher work days per school year, and 15 recognized holidays. These calendars are based on previous years' calendars. Calendars for the largest, local districts in the areas we serve were taken into consideration during the formulation of these calendars, which resulted in making a change to match spring break to two of our largest local districts. Additionally, a teacher work day was added in March.

F. Approval of [Certification of Signatures](#)

A motion will approve the personnel listed on the certification of signatures form. The signatures themselves will be gathered at the Board meeting and/or after the fact.

Santa Barbara County Education Office's (SBCEO) School Business Advisory Services requires districts and LEAs to update their authorized signature forms annually. These original wet-ink signatures authorize the individuals to sign orders in the board's name and must therefore be board approved. Their office uses information to verify information and validate signatures on the documents they audit and release from their office. Even if there have been no changes in board membership or staff, they require an annual update. The related [Resolution Delegating Authority to Personnel to Act on Its Behalf](#) (07-28-2020) is still in effect and requires no updates.

8. DISCUSSION/INFORMATIONAL ITEMS

A. Board Business

- i. Form 700

B. New Business/Future Agenda Items

- i. [2023-24 Board Meeting Dates and Major Agenda Items](#)

9. NEXT MEETING DATE

- March 14, 2024, 4:00pm

10. ADJOURNMENT

In compliance with the Americans with Disabilities Act ("ADA") and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the District Office.

Olive Grove Charter School Mission Statement

Olive Grove Produces IDEAL Students:

I = Informed Critical Thinkers

D = Dedicated and Responsible Citizens

E = Effective Communicators

A = Able Technology Users

L = Learners, Motivated and Self-Directed

The mission of the Olive Grove Charter School is to plan, monitor, and assist in the education of students K-12 in a home or blended school learning environment enabling them to speak, read, write, use technology, and calculate effectively to become self-motivated, competent, and life-long learners. The Olive Grove Charter School will provide students with the necessary resources to achieve success and meet state standards in core academic subjects appropriate to their level. Additionally, students will become career/college ready upon completion of the program. This will be achieved in a collaborative effort with parents as primary deliverers of the educational program, certificated teachers and the community.

Olive Grove Charter School Vision and Purpose

We the Community and Staff of Olive Grove Charter School Believe:

- *Every student can learn and be successful.*
- *Every student can benefit from participating in a balanced curriculum of academics, technological application, arts, and physical education.*
- *Education is a shared responsibility requiring the active collaboration of all stakeholders.*
- *A successful learning environment is dependent upon respect, integrity, and equity.*
- *A safe and clean environment is essential for effective learning.*
- *Continuous fiscal solvency is critical to the success of the school.*