



OLIVE GROVE CHARTER SCHOOLS, INC.

BOARD OF DIRECTORS

REGULAR MEETING AGENDA

Thursday, March 14, 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, February 8, 2024

B. Approval of Check Register - February

6. REPORTS/ TRAININGS/ PRESENTATIONS

A. Reports

- i. Executive Director's Report
- ii. Board Members' Reports
- iii. Financial Report *through January*

B. Presentations

- i. Orcutt/Santa Maria Learning Center Update -*Presented by Eva Munoz, Interim Learning Center Director*

C. Trainings

None

7. ACTION ITEMS

A. Approval of revised Olive Grove Charter Schools, Inc. Mission/Vision Statement and adoption of Core Values

Staff members worked together to craft a revised mission statement and to draft core values in order to more closely reflect our current priorities. This Mission statement and these Core Values will replace the existing Mission Statement as well as the Vision and Purpose statements, which can be referred to at the bottom of this agenda in their current format.

B. Approval of FY23/24 Revised Operating Budgets

The OGCS operating budgets were reviewed and revised to align with current enrollment, revenue, and expenditure expectations and in order to prepare for submission of the second interim reports.

- i. Revised Budget - Olive Grove Charter-Orcutt/Santa Maria
- ii. Revised Budget - Olive Grove Charter-Santa Barbara
- iii. Revised Budget - Olive Grove Charter-Lompoc
- iv. Revised Budget - Olive Grove Charter-Buellton

C. Approval of FY23/24 Second Interim Reports

California Education Code (EC) Section 47604.33 and the MOU between the State Board of Education (SBE) and the SBE-authorized charter school, the charter school must submit the second interim report by March 15 of the current fiscal year. The second interim report submission includes changes to the operating budget revised in December through January 31 of current fiscal year.

- i. Second Interim Report - Olive Grove Charter-Orcutt/Santa Maria
- ii. Second Interim Report - Olive Grove Charter-Santa Barbara
- iii. Second Interim Report - Olive Grove Charter-Lompoc
- iv. Second Interim Report - Olive Grove Charter-Buellton

D. Approval of the selection of a firm to conduct audit and tax preparation services for the fiscal year ending June 30, 2024

Once the books are closed for the school year, an independent auditor must conduct a final audit of the charter school's financial records. The selected auditor must be designated as active by the State Controller's Office in order to perform K-12 Local Education Agency audits. EC 41020(b)(3) requires that LEAs file their annual financial audit contracts for the upcoming fiscal year with their county education office by April 1. Olive Grove must also provide information on our selected auditor to our authorizer by April 1 annually.

E. Approval of revision to Olive Grove Charter Schools, Inc. Certificated Management II: Site Leaders Salary Schedule, effective July 1, 2024

This action will better compensate OGCS site leaders (LC Directors) for their responsibilities and expectations of those in the role, and it will bring the site leaders' salary schedule more in line with current salaries for similar

positions. It will also provide additional incentive for internal candidates to consider moving from a teaching position to a site leader position, if/when the need arises.

F. Approval of Olive Grove Charter Schools, Inc. Injury and Illness Prevention Program

Title 8 of the California Code of Regulations (CCR) requires every California employer to have an effective written Injury and Illness Prevention Program (IIPP) in place. The IIPP consists of procedures that OGCS must put into practice to control potential hazards at the workplace. OGCS's IIPP is based on a CalOSHA's sample template.

G. Approval of revised Olive Grove Charter Schools, Inc. COVID-19 Prevention Program

Revised to reflect changes to CalOSHA's model COVID-19 Prevention Program (CPP) and updated health and safety guidance.

8. DISCUSSION/INFORMATIONAL ITEMS

A. Board Business

- i. Reminder - Form 700 is due by April 1

B. New Business/Future Agenda Items

- i. 2023-24 Board Meeting Dates and Major Agenda Items

9. NEXT MEETING DATE

- May 23, 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.*