



OLIVE GROVE CHARTER SCHOOLS, INC.

BOARD OF DIRECTORS

REGULAR MEETING AGENDA

Thursday, December 11, 2025, 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: 219-401-0067, Enter PIN: 143 802 376#

AGENDA

1. CALL TO ORDER

2. ROLL CALL

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

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 must be received prior to the start of the meeting, and they 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, November 13, 2025

B. Approval of Check Registers - October

6. REPORTS/ TRAININGS/ PRESENTATIONS

A. Reports

- i. Superintendent's Report
- ii. Board Members' Reports
- iii. Financial Report *through October*

B. Presentations

- i. Buellton & Santa Barbara Learning Centers Update -*Presented by Lisa O'Shea, Learning Center Director*
- ii. Overview of OGCS's 2025 California School Dashboards -*Presented by Meg Rydman, Superintendent*

C. Trainings

None

7. ACTION ITEMS

A. Acceptance of 2024-2025 Audit Report for Olive Grove Charter Schools, Inc.

California Education Code (EC) Section 47605(l) requires charter schools to conduct an annual independent financial audit in a manner which shall employ generally accepted accounting principles. Additionally, EC Section 47605(m) indicates that charter schools are required to transmit a copy of their annual independent financial audit report for the preceding fiscal year to their chartering authority, the State Controller, and their county superintendent of schools by December 15th. The annual audit must be presented to and accepted by the Charter School's Governing Board prior to transmission.

OGCS, Inc. secured the services of the accounting firm CWDL to conduct its 2024-2025 audit. There were no findings.

B. Approval of FY25/26 First 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 first interim report by December 15 of the current fiscal year. The first interim report submission includes changes to the approved preliminary budget through October 31 of current fiscal year.

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 first interim reports. The revised operating budgets were approved at the November Board meeting.

- i. 2025-26 First Interim Report - Olive Grove Charter-Buellton
- ii. 2025-26 First Interim Report - Olive Grove Charter-Lompoc
- iii. 2025-26 First Interim Report - Olive Grove Charter-Orcutt/Santa Maria
- iv. 2025-26 First Interim Report - Olive Grove Charter-Santa Barbara

C. Approval of Memorandum of Understanding between OGCS and Santa Barbara County Education Office Children's Creative Project January-May 2026

Approval of this MOU will allow for the continued collaboration of OGCS and the Children's Creative Project to provide visual and performing arts workshops to the four schools for the second semester of this school year. This initiative is funded by Prop 28 funds and is accounted for in the adopted budget. Fiscal impact: Estimated \$26,406 plus cost of supplies (actual cost depends on time/costs billed by visiting artists)

D. Approval of CSMC Consulting Contract for Charter Renewal Support

Approval of this contract will allow for OGCS to pay for consulting services provided in support of charter renewal. Fiscal impact: \$15,000

E. Annual Board Organizational Items

- i. Election of Chairperson of the Olive Grove Charter Schools, Inc. Board of Directors
- ii. Election of Officers of the Olive Grove Charter Schools, Inc. Corporation

F. Approval of Resolution Delegating Authority to Personnel to Act on Board’s Behalf

Approval designates Charter Personnel Authorized to Act as District Agents, including Deb Willems/Board Chair and Meg Rydman/Superintendent. It also designates Charter Personnel Authorized for Release of Commercial and Payroll Warrants from the Santa Barbara County Education Office, including Deb Willems/Board Chair, Meg Rydman/Superintendent, and Mari Michel/ Director of Fiscal Services & Facilities.

G. 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 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. The related “Resolution Delegating Authority to Personnel to Act on Its Behalf” was presented for approval in the action item above.

8. DISCUSSION/INFORMATIONAL ITEMS

A. Board Business

B. New Business/Future Agenda Items

- i. 2025-26 Board Meeting Dates

9. NEXT MEETING DATE

- January 15, 2026

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 OGCS, Inc. Office.

Olive Grove Charter Schools, Inc. Mission Statement

The mission of Olive Grove Charter School is to prepare students with the skills necessary to self-advocate, communicate effectively, utilize technology responsibly, and pursue higher education or the workforce on their path to becoming successful adults. With the supportive leadership of their parents/guardians, credentialed teachers, and support team, our students utilize a rigorous, standards-based, online curriculum. Olive Grove is committed to an educational environment where TK-12 students excel at completing coursework and learning independently.

Olive Grove Charter Schools, Inc. Core Values

- *Partnership*
 - *Entire team working together to achieve the same goal*
 - *Parent involvement*
 - *Staff involvement and support*
 - *Accountability for all learning partners*
 - *Building trust*
- *Engagement*
 - *Individualized, personalized support*
 - *Learner-centered*
 - *Rigorous curriculum*
 - *Adaptability, flexibility*

- *Learning centers (safe space, optional in-person support)*
- *Empowerment*
 - *Fostering self-reliance*
 - *Self-advocacy*
 - *Responsibility*
 - *Resilience*
 - *Independence*
- *Compassion*
 - *Understanding and responding to individual students' situations*
 - *Modeling and instilling equity and respect*
 - *Prioritizing integrity*
 - *Cultivating kindness*
 - *Inclusive and accommodating*