



Board of Trustees Meeting
Wednesday, October 23, 2013
MINUTES

1. Call to Order and Attendance & Verse

6:55pm

<u>Board Members</u>	Present	Absent
John Lundell, Chair	x	
David Castillo, Vice Chair	x	
Michele Meyer		x
Suzanne Larsen		x
Jorge Ruiz de Velasco		x
Andrew Peters	x	
Peter Hanley, Emeritus Vice Chair	x	
 <u>Staff</u>		
Ida Oberman	x	
Becky Westbrook	x	

2. Public Comments

No Public Comment

3. Consent Agenda

- a. Approval of Meeting Minutes: September 4, 2013
- b. Approval of Check Registers: September 2013
- c. Approval: Pacific Office Automation Copier Contract

Mr. Hanley moved to approve the consent agenda pending amendments to minutes and ensuring administration - limits frequency of colored copies made

4. Discussion & Action Items

a. Principal's Report

Principal Westbrook reports on:

- School's increasingly robust special needs program
- Evidence Points: students are no longer hurting teachers; one child by teacher report is now visibly much calmer and making learning gains
- Recent membership to newly (2012) formed Bay Area Special Education Authority, administered through California Charter Schools Association and designed to strengthen quality of special education services among participating Bay Area charters
- Need to provide mental health support to more students and staff
- Provision of some supplemental support through pro-bono partnership with SEED (social and emotional support program)
- Change of structure of assembly to have one for younger, one for older, back to back, so offering time when 2-5-are all together outside doing their circle work while the K-1 are inside with the speaker, an adjustment that advances community at the school
- Beginning of fall evaluation of staff with one observation done
- Open Court End of unit tests being taken in October
- ASPIRE benchmarks loaded into OARS so ASPIRE benchmarks can be taken in winter

Board advised:

- Get copies of the power point of 10/23 Bay Area Special Education Joint Powers meeting from Gina Plate;

- Inquire with Charter Safe if mental health services are covered
- b. Budget Revision
- CSMC VP Mr. Denniston reported on:
- Proposed budget revisions in light of Local Control Funding Formula & 170 student enrollment instead of 190
 - Budget cannot be finalized till we get clarity on expected level of reimbursement of special ed services
 - ADA is 95%, as anticipated in charter and in budget—good and notable gain from ADA in 2011 and 2012
 - After school revenues match revenues projected
- c. Approval of Proposition 30 / Education Protection Account (EPA) spending plan for 2013-14. (CSMC)
- The following action item was read by Mr. Denniston: Board anticipates that Community School for Creative Education will receive \$110,040 in 2013-14 EPA funds. The board recognizes that these funds can only be spent on instructional expenses and therefore approves spending the EPA funds, estimated at \$110,040, on 2013-14 teacher salaries, as follows:
- | | |
|-----------------------------------|---------------------------------------|
| Anticipated 2013-14 EPA revenues: | \$110,040 |
| Board Approved EPA expenditures: | \$110,040 on 2013-14 teacher salaries |

Mr. Hanley moved to approve the action item as read. Mr. Castillo seconded. Motion carried 4:0

- d. New Board Candidates
- Ms. Andrea Kent
 - Ms. Alba Hernandez
 - Item tabled till next meeting due to Ms Meyer's illness.
- e. Student Achievement Data, First Trimester
- Principal Westbrook reported on:
- Upcoming first trimester data
- 4th Grade Class Teacher Ms Hill reported:
- Working with class weekly on assessment progress as whole class
 - Every week the class practices to make the class average better
 - This week the focus was on writing full sentences
 - Ms Hill aims to equip the students with test taking skills, which - though they got deep learning - they lacked last year so they could not make their learning visible on a multiple choice test
- Principal Westbrook noted:
- We've come a long way in our clarity of focus. A year ago one staff asked whether the school was even drawing from Open Court.
- Dr. Oberman noted:
- Charter School Development Center Leadership Update Conference brought up to the minute info:
 - The State will not pay for administration of CST or scoring
 - The Better Balance Assessments will be available in pilot form but will not give data in upcoming year
 - ACOE Charter Office Manager Ms. Gail Greely, presenting at the conference, advised that CSCE build an assessment plan now that can span till 2017
 - The plan should build on what is in place and take advantage of transition to Common Core assessments to strengthen charter implementation
 - NWEA is recognized as vetted assessment, user friendly, offering comparability to students and schools in and outside of the state
 - California Charter Schools Association has negotiated reduced rate for its members
 - Ms. Greely approved the use of NWEA as one—not the only one but one -- reliable way to bridge from CST to Common Core
 - To take first step, and to raise CSCE visibility, the school has signed up to serve as December 12 2013 Oakland NWEA training site. By doing so it has secured free training for two of its staff.

Board advised:

- Mr. Castillo will meet with Becky and Dr. Oberman to discuss NWEA math assessment.

Principal Westbrook noted:

- The school has nailed down its Free and Reduced Price Lunch (FRPL) count. It's up from 48% to 66%. It may be higher, 70%, given latest shift in demographics.

Board advised:

- Congratulations for nailing down FRPL count.

f. Outreach Status&Plan

Dr. Oberman reported on:

- San Antonio Alliance of African American Churches and Schools TALK MENTORING
- November 6, 9-10:30 ACOE Leadership will Visit to CSCE Board invited!- Deputy Superintendent Monroe will be joined by ACOE Charter Office Manager Ms Greely, ACOE Trustee McWilson, and ACOE Integrated Learning Director Music.
- CSCE has been invited to present at the December 9 Elementary and Middle School Options Fair
- CSCE is working with Oakland Head Start to be present at their Outreach events
- CSCE is going to local libraries with a Head Start team to recruit 0-6th grade
- CSCE had a booth at the Dios de los Muertos in Fruitvale that was well attended.

Board advised:

Reach out to Light House to see if they will refer students for whom they have no room to Community School.

g. 2 Partner MOUS

- Oakland Head Start CSCE MOU
- Oakland PLAN CSCE MOU

Mr. Hanley moved to approve the action item as read. Mr. Castillo seconded.

Motion carried 4:0

h. Fundraising Status&Plan

Dr. Oberman reported on:

- Strategic Partnerships Underway
- Fundraising Actions & Strategy

i. Administrator compensation

Principal Westbrook reported on:

- Request for a signed contract and
- A cost of living increase, as that had not occurred yet;

Board advised:

- This issue should be handled by chair and vice chair and Principal Westbrook. The board would be advised on outcome.

j. Upcoming Deliverables

Dr. Oberman reported on:

- PROP 39 is due to District November 1 and a draft goes to Minney for pro bono review this week
- 1st Interim due to County December 9
- Updates will be offered monthly on items upcoming.

k. CLOSED SESSION

- Consult with legal counsel, potential litigation, one case
- Consider student matter—one potential item

REPORT OUT:

- No reportable actions out of closed session

5. Adjournment

9:15pm