

# Community School for Creative Education Governing Board Agenda

## Governing Board Meeting Minutes

Wednesday

March 23, 2011

7:00 P.M. – 8:45 P.M.

Arise High School

3301 E. 12<sup>th</sup> Suite 205, Oakland

(above Citibank)

Geraldine McGrath, Chair

Robin Evitts, CFO

John Lundell, Secretary

Karimah Adisa Thomas

Jim Hollis

Michelle Meyers

Lynne Newton

Jorge Ruiz de Velasco

Cindy Wong

Ida Oberman, Ex Officio

*To ensure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Board must fill out a speaker's card. Cards are located at the entrance to the meeting room and should be turned in to the Secretary of the Board.*

**Note:** *The President may limit each speaker to three minutes and/or set a limit of twenty minutes for all speakers on any one subject. In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on that item may occur. The projected timeline is a projection only, not a limitation on the length of any agenda item, and may be revised at the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed to a majority of the Governing Board less than 72 hours prior to that meeting are available for public inspection at the Community School for Creative Education (CSCE) campus during normal business hours. The CSCE Governing Board will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Secretary of the Board at least 48 hours before the meeting.*

## **AGENDA**

### **ORDER OF BUSINESS**

#### **1. CALL TO ORDER**

##### **1.1 Roll Call**

In room:

- Michele Meyers
- Geraldine McGrath
- Dr. Ida Oberman
- John Lundell
- Cindy Wong

On Phone

- Lynne Newton

No quorum not yet reached in room since only 4 board members present.

Adopted: 03/31/09

Revised: 06/10/09

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## 1.2 Verse

*The healthy social life is found  
When in the mirror of each human being  
The whole community finds its reflection,  
And when in the community  
The virtue of each one is living.*

*La vida socialmente saludable es encontrada  
Cuando en el espejo de cada ser humano  
La comunidad entera se encuentra reflejada  
Y en la comunidad la virtud de cada uno esta viviendo*

*尋找到健康之社交生活,  
就是當每個人對著鏡子  
能從整個社區的影像中找到自己的反映,  
這樣在社區內每人都能活出精彩。*

While waiting for quorum to be reached, Dr. Oberman gave an update on facility search.

At 7:15PM Robin Evitts arrived and quorum was reached. Ms. McGrath chaired the meeting.

Also present now is Gasper Martinez from EdTech.

## 2. Approval of Agenda and Board Minutes

The minutes were reviewed. Ms. McGrath noted an addition to the minutes from the previous meeting was needed. The addition was that at the last meeting Ms. Wong had presented to the board the requirements for future board candidates.

Ms. McGrath requested that the board packet be distributed 72 hours ahead of meeting. Since the meetings are on Wednesday, the preference would be for the packet be distributed on the Friday before the meeting. This would give board members time to review the documents and the minutes from the previous meeting before the meeting.

Ms. Evitts moved to adopt the minutes with changes suggested by Ms. McGrath

Ms. Meyers seconded

Final vote 4 ayes, 2 abstain (Ms. Newton and Ms. Meyers).

**3. PUBLIC COMMENT:** *Limited to 3 minutes per person (or as established by the Board Chair), up to a total of 15 minutes, but there is no limit on the number of members of the public who may speak. At a special board meeting there will be no public comment on matters not on the agenda.*

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3.1 Public comment regarding matters on the agenda

None

3.2 Public comment regarding matters NOT on the agenda

None

### 4. ITEMS FOR BOARD DISCUSSION AND APPROVAL

4.1 Presentation of school goals: end of year 5, end of year 1, school opening

Dr. Oberman: Want to start with goals of the school. The school will start with 5 classes and increase by 2 classes each year. The goal is to trend towards 80% of students testing as proficient in the standard California tests for years 3 and above, increasing each year. Making a work plan based on this goal. Students in the public schools in our area are currently at 32% proficient in language and math in higher grades it drops to 21%.

4.2 Presentation of school opening work plan and start-up budget to meet those goals

Ms. Evitts: Board packet includes budget prepared by EdTech. This budget was submitted to the SF foundation last week. Updated the ACOE petition budget to reach this one new budget. The startup period is now to July 1. There are several revenue streams, State and other Government sources for ADA, and foundations such as the Walton Family Foundation, Rodgers Family Foundation. We are eligible for 2 two other revenue sources, the state revolving loan program (which has not been applied for yet) and the Public Charter School Program Grant (PCSPG). Startup assumes we get the first part of PCSPG since this can be used for infrastructure. The PCSPG will apply in the next couple of days, funds may only be May or June.

Mr. Martinez reported that PCSPG money may have run out already for the year.

Ms. Evitts point out that assumptions on resources in the work plan will leading to expenses so the budget will be in flux until the work plan is set.

Jorge Ruiz de Velasco joins at 7:34PM.

Ms. Evitts notes that the new budget has added a director of curriculum, a program manager and supplies. In year 1, even with no extra staffing, 100 students at 95% revenue, fund raising of 75K, there still will have a shortfall in year 1.

Ms. McGrath: wants to have a discussion on the budget and what we need to do to make the school sustainable.

There is a general discussion on staffing levels in startup and year 1 and how will the work be done.

Ms. Evitts: there is a great level of uncertainty on the work plan, level of funding and contract for Dr. Oberman.

There is a general siscussion on Dr. Oberman's contract, the work plan, resources and the startup

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budget.

Ms. Evitts motioned that Ms. Evitts and Ms. McGrath author and enter into an agreement with Dr. Oberman for contract services in the amount up to sixty thousand dollars, ten thousand a month for the period from January 1 to March 31 with a renewal for April 1 to the end of June, payable monthly based on an invoice.

Mr. Ruiz de Velasco seconded the motion

Final vote, 7 ayes.

4.2 Presentation of PCSGP work plan (including curriculum development, Board and staff training, staffing plans, student performance assessment and monitoring) to meet those goals

This item was skipped due to time.

4.3 Facilities update & next steps

R.H. Jones and Peter Handley presented the current state of the facilities search. At the OUSD board meeting there was a long discussion on Howard location. The offer of the Howard location was approved by the board. There was a proposal to allow staff 30 extra days to look for an alternative site. This was voted down 3 to 3. We have only a little time to find alternatives before May 2<sup>nd</sup>, the offer deadline from OUSD. The site committee will meeting, to strategize to find alternatives.

Mr. Handley: it is an uphill battle to get into an OUSD facility, either a school in the San Antonio region or into the OUSD admin offices in the old Life Academy building. The Howard location will be hard to reach since there are no bus lines to it.

Next board meeting at April 27. Ms. McGrath proposes an extra meeting on April 13 to focus on facilities and the work plan. Agenda needs to be posted by the earlier Friday the 8<sup>th</sup>.

Dr. Oberman asked for a volunteer to help with the family survey. Ms. Wong volunteers to help with the family survey.

4.4 Finance Committee

None

**5. BOARD MEMBER COMMENTS ON ITEMS NOT ON AGENDA:** *Board members may make a brief announcement (including recognitions) or make a brief report on his or her own activities*

**6. ADJOURNMENT TO CLOSED SESSION POSTED PURSUANT TO THE RALPH M. BROWN ACT CALIFORNIA GOVERNMENT CODE SECTION 54956**

**7. REOPENING IN OPEN SESSION**

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### 8. VERSE

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### 8. MEETING ADJOURNMENT

Ms. Evitts moved to adjourn.

Ms. Meyers seconded

Final vote, 7 ayes.