

Community School for Creative Education Governing Board Minutes

Governing Board Meeting Minutes
Wednesday
June 22, 2011
7:00 P.M. – 8:25 P.M.

Arise High School
3301 E. 12th Suite 205, Oakland
(above Citibank)

Dial In Number: 1800 747 5150; PW: 203 4870

Geraldine McGrath, Chair
Robin Evitts, CFO
John Lundell, Secretary
Peter Hanley
Jim Hollis

Michele Meyer
Lynne Newton
Jorge Ruiz de Velasco
Cindy Wong

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.*

MINUTES

ORDER OF BUSINESS

1. CALL TO ORDER

1.1 Roll Call

Mr. Ruiz de Velasco in room

Ms. Evitts in room

Ms. Meyer in room

Ms. McGrath in room

Mr. Hanley in room

Mr. Lundell on phone

Ms. Newton on phone

Quorum reached.

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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 virtu 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。*

2. Approval of Agenda and Board Minutes

May 25th Minutes:

Typo in section about Fundraising change Wonk to Wong.

Ms. Evitts moved to approve the minutes.

Ms. Meyer seconded.

Ms. Evitts aye

Ms. McGrath aye

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Mr. Hanley aye

Mr. Lundell aye

Ms. Newton aye

7 aye, 0 nay, minutes approved.

Minutes from May 31st

Add title.

Ms. Meyer moved to approve the minutes.

Mr. Hanley seconded.

Ms. Evitts aye

Ms. McGrath aye

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Mr. Hanley aye

Mr. Lundell aye

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Ms. Newton aye

7 aye, 0 nay, minutes approved.

3. ITEMS FOR BOARD DISCUSSION AND APPROVAL

3.0 Consultant Report: Overview

Governance: Move class size from 20 to 25. Curriculum coaches allow us to increase student ratio.

Cindy joined the meeting at 7:13pm.

Governance: Board & Advisory Council. Annual meeting schedule for Wednesday July 27th, 7pm-8:30pm. New directors will be elected.

Governance: School Admin Details on the Business Manager hiring to be covered in Staffing: Other

Facilities

- No FUA (Facilities Use Agreement) in place yet
- FUA will not be available, at the earliest, until OUSD August Board Meeting Aug. 10th 5pm
- CSCE Director will request draft of FUA from OUSD Board at meeting on the 10th
- Ida to speak with Gail Greely this Friday.

Discussion on the FUA led by Mr. Hanley. Concern about the Facilities Use Agreement (FUA) being completed on time. Ask Teresa Kapellas to help clear the path to the FUA getting approved. We have to make a full court press to make this option work. Aug 10 will be the next OUSD board meeting and first chance for the approval of the FUA. We have asked for Aug 1 for a draft of the FUA.

Ms. Evitts mentions that OUSD is requiring we pay for janitorial service and these are greater than the rent.

Mr. Hanley: Charter schools do not have to take the district's janitorial service. Peter will call Paul Minney to see if we can get OUSD to drop the janitorial services.

Action Item: Dr. Oberman to contact Theresa Kapellas to get on her calendar.

Action item: Mr. Hanley will call Noel Gallo and Paul Minney.

Recruitment:

Will have a shared Walking Bus with 12 Howard families.

Aim to be a demonstration site of mutual strengths with the existing Howard community

Enrollment:

We have 74 confirmed 19 applications out, 93 total.

Fundraising:

Working with families on sponsored giving and a school festival benefit.

Adopted: 03/31/09

Revised: 06/10/09

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Technology. Mr. Lundell no progress on the selection of a school tracking system.

3.1 CSCE Budget

Ms. Evitts reports on the budget and cash flow. Need approved budget before we start the school year. Still assuming a 350 cut per ADA. New expense for janitorial services and higher expense for the teacher training. Cash flow situation worse since the PCSPG will be coming much later than expected and the revolving loan will come later as well.

Discussion on teacher training and the increased expense.

Ms. Evitts moved to approve the budget

Ms. Meyer seconded.

Ms. Evitts aye

Ms. McGrath aye

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Mr. Hanley aye

Mr. Lundell aye

Ms. Wong aye

Ms. Newton aye

8 aye, 0 nay, budget approved.

3.2 Adjusted Salary for Teachers and Staff

Sections 3.4 and 3.2 were done before this section.

Ms. Newton led discussion on adjustments to the salaries.

M. Newton moved that we approve the changes to salaries

Mr. Ruiz de Velasco seconded

Ms. Evitts aye

Ms. McGrath aye

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Mr. Hanley aye

Mr. Lundell aye

Ms. Wong aye

Ms. Newton aye

8 aye, 0 nay, adjustments approved.

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Ms. Newton reports that all but two offers have been accepted. One teacher will be relocated from KY and hiring committee is suggesting we pay 3k for relocation.

Mr. Ruiz de Velasco reports that they have a donor for 2k for relocation costs but we have to decide to make an exception for this case. Discussion on how we handle this in the future.

Mr. Ruiz de Velasco moved to make an exception to give up to 3k for the relocation subject to fund raising. The employee would have to repay the relocation if they do not stay through the year.

Ms. Meyer seconds

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Ms. Evitts abstain

Ms. Wong nay

Ms. McGrath aye

Ms. Newton aye

Mr. Hanley aye

Mr. Lundell aye

6 aye, 1 nay, 1 abstain relocation approved.

3.3 Moving class size minimum from 20 to 25

This section was done after section 3.4.

Discussion of the teacher to student ratio. We still have a good ratio of students to staff.

Mr. Ruiz de Velasco moved to that we go to ACOE to request changing the class size to 25.

Ms. Meyer seconded

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Ms. Evitts aye

Ms. Wong aye

Ms. McGrath aye

Ms. Newton aye

Mr. Hanley aye

Mr. Lundell aye

8 aye, 0 nay, class size change request approved.

3.4 STRS and JPA

This section was done before sections 3.2 and 3.3.

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Ms. Evitts moved to approve STRS and JPA package as provided to us subject to legal review.

Mr. Hanley seconded

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Ms. Evitts aye

Ms. Wong aye

Ms. McGrath aye

Ms. Newton aye

Mr. Hanley aye

Mr. Lundell aye

8 aye, 0 nay, STRS and JPA package approved subject to legal review.

3.5 Business Insurance

This section was moved to the next board meeting.

3.6 Employee Handbook

This section was moved to the next board meeting.

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

Start at 8:48PM

Ms. Newton left at 9:04PM

4.1 Consultant's Performance Review

5. REOPENING IN OPEN SESSION

9:22PM return

Report out from closed session: the board reviewed the consultant contract deliverables and the board has decided that though not all objectives were completed but that we are positioned to open and the board has decided to pay the consultant the final payment.

6. VERSE

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7 MEETING ADJOURNMENT

Ms. McGrath announced that she will be stepping down from board.

Ms. Evitts moved to adjourn.

Ms. Meyer seconded.

Mr. Ruiz de Velasco aye

Ms. Meyer aye

Ms. Evitts aye

Ms. Wong aye

Ms. McGrath aye

Ms. Newton aye

Mr. Hanley aye

Mr. Lundell aye

8 aye, 0 nay, adjourned.