



# Community School for Creative Education

## Board of Trustees Meeting Minutes

Wednesday, November 20, 2013-6:00 PM

### 1. Call to Order and Attendance & Verse

6:10PM

<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	

#### Board Candidates:

Andrea Kent, Founding Year Parent,

Alba Hernandez Unity Council Head Start

Both joined proceedings as voting members once their position had been approved.

#### 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 social saludable se encuentra  
Cuando en el espejo de cada ser humano  
La comunidad entera se encuentra  
reflejada Y en la comunidad vive la virtud  
de cada uno.*

*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. Public Comments

6:09

To make public comment, fill out a speaker card and give it to the board chair.

**COMMENTS FROM THE FLOOR** - At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board of Trustees.

**COMMENTS ON AGENDA ITEMS** - Any person wishing to speak to any item on the agenda will be five minutes to make a presentation before the board begins its deliberations or takes action on the item.

Ms Amy Manley, founding year CSCE parent of first and third grader, reported on CSCE "Break the Ice" meeting organized by administration and parents, where parents and staff deepened their knowledge with about CSCE identity as OCO school, about one on ones and OCO's track record harnessing one on ones to found and sustain CSCE and a host of small and charter schools to bring more strong education options to Oakland families. The goal of the meeting was to start a one on one campaign where parents and staff would conduct one on ones to build trust and common focus and power. Ms Manley reported that the atmosphere of breaking down cultural barriers made her and many feel more comfortable with each other and powerful together. MS Manley

offered leadership to create a clearer system for parents to interact with each other and do more one on ones and more. She noted the need for such a system, indicating that some parents are not clear how to help the school and would love to assist in fundraising and events planning and more. Ms Manley concluded by noting that improvements could be made by providing a family director and family newsletter run by parents and guardians that would go out with Tuesday folder.

Board Member Ms Larsen shared a celebration: her son, now in 5<sup>th</sup> grade and with us since 3<sup>rd</sup> grade, came to us behind in reading. Based on CSCE reading assessments, Brandon has made multi- grade level gains in reading. Ms Larsen acknowledged Brandon's teacher, Ms Monisha Peters, and his reading specialist, Ms Senbo Pillay.

Board Vice Chair Mr. Castillo noted: he had heard this from others too: a dramatic turn around. He has heard it noted that this school is very diverse academically and culturally and that this is what we strive for in a city like Oakland. Mr. Castillo noted further: It's a challenge and work in progress. At the level of parent involvement it will take work and communication on everyone's part but without that the school won't live up to its true potential.

### Consent Agenda

- a. Approval of Meeting Minutes: October 23, 2013
- b. Approval of Check Registers: October 2013  
Mr. Peters moved to approve consent agenda.  
Ms. Meyers seconded.

**Motion carried 4:0**

### 3. Discussion & Action Items

#### a. Principal's Report

Principal Westbrook reported on:

- Markedly low level of suspension, 2 by now versus 22 by this time last year;
- Good work in Break the Ice event to develop understanding of cultural humility to be clear on what the work is we've taken on. Ms Westbrook noted that our school reflects the diversity of the county better than any other charter school; this is a point of pride in an environment where charters are deemed less diverse and catering to more privileged.
- Special ed: success on getting SPED budget approved, signaling strengths of our program, good choices in partnering with Lincoln Child Center and SEED
- Whole school attended fieldtrip to Exploratorium
- Faculty engaged in parent teacher conferences right now.

#### b. Student Learning Data & Response

Principal Westbrook reported on:

- Training on ORS with all staff on December 3 2013
- Teachers are working on using developmentally appropriate stories to supplement Open Court readings.

#### c. Budget Revision from June 2013

Vice President Denniston

- Proposed revised 2013-2014 budget based in LCFF, lower than expected levels of enrollment and increased resources through LCFF and SPED moneys negotiated

Mr. Peters moved to approve the Revised Budget.

Ms. Larsen seconded.

**Motion carried 4:0**

#### d. New Board Candidates

Ms. Meyers :

- Introduced Ms Andrea Kent as prospective new board member
- Directed board colleagues to Ms Kent's resume in the docket.
- Ms Kent offered further personal introduction.

Mr. Peters thanked and moved to approve Ms Kent's candidacy.  
Ms. Larsen seconded.

**Motion carried 4:0**

Ms. Meyers :

- Introduced Ms Alba Herandez as prospective new board member
- Directed board colleagues to Ms Hernandez's resume in the docket.
- Ms Herndandez offered further personal introduction.

Mr. Peters thanked and moved to approve Ms Kent's candidacy.  
Ms. Larsen seconded.

**Motion carried 4:0**

Vice Chair Castillo welcomed and congratulated all.

e. How CSCE is Preparing for Assessment-Accountability Transition

Dr. Oberman shared:

- The challenge and the opportunity for CSCE in the state's shift to Common Core and Smarter Balance
- The recent changes in Assessment&Accountablity shared by our authorizer on November 13
- The charge to offer a set of New Deliverables under New Deadlines
- Focus on LCAP: an opportunity to strengthen the charter, the challenge to do so under tight timeline- due July 1 2014
- The opportunity to be building our Assessment System in this Environment
- Opportunity to capture our work for teachers and students, community and famlies and funders
- Place of NWEA
- Place of ASPIRE Benchmarks
- Place of Qualitative Measures, RUBRICS—
- Place of Work with Rudolf Steiner College & BAPAN Building Qualitative Assessments Linked to ASPIRE & NWEA
- Next Steps: CSCE LCAP Committee led by Becky, Dr. Oberman and Board Vice Chair David Castillo

Board advised:

- Ms Larsen and parent Ms Manley interested participating in the committee's work;
- Vice Chair Castillo noted: In 2 years the school is preparing a renewal We have to show we're making it. We need to make sure our students are making progress while they are here. The assessment system must track progress to grade level proficiency in reading and math through our program. LCAP plan resides with administration, teachers and parents. Board can offer feedback.

f. Outreach & student recruitment Status&Plan

Dr. Oberman reported:

- Oak 21
- Laurel 21
- 1<sup>st</sup> Grade 34
- 2<sup>nd</sup> Grade 26
- 3<sup>rd</sup> Grade 21
- 4<sup>th</sup> Grade 26
- 5<sup>th</sup> Grade 22

Parent of 1<sup>st</sup> grader and 4<sup>th</sup> grader, Ms Arcelia Alvarado asked :

- When the questions brought in her October letter to the board would be answered. Board Vice Chair Castillo advised it would be answered within the next two weeks.

g. Fundraising Status&Plan

(Oberman)

DISCUSSION

7:55

Goal: - \$250,000 from foundations corporations

Status:

- 150,000 Stuart received
- 25,000 Cowell received
- 5,000 Rogers Family received
- 1,000 Shinnyo-en received

- 11,000 NUMI confirmed
- 10,000 Donner under Foundation review
  
- 20,000 San Francisco invited
- 10,000 Wells Fargo exploratory
- 10,000 Cisco exploratory
- 10,000 Clorox exploratory

**4. Facility: Prop 39 2014 15**

Dr. Oberman reported on:

- Prop 39 under review with OUSD
- On track.

**5. Contract: Merchant Services Wells Fargo**

A

- Floored till

**6. Due Dates Upcoming**

- 12/9 1<sup>st</sup> interim
- 12/15 annual independent audit
- 1/7 P1 report

**7. CLOSED SESSION COMPENSATION/LEGAL**

**8. REPORT OUT**

- Alba Hernandez excused herself at 9pm

**9. Adjournment**

9:05