



# Community School for Creative Education Board of Directors Meeting Minutes

Wednesday, March 28, 2012 - 7:00 PM

ARISE High School, 3301 East 12<sup>th</sup> Street, Suite 205, Oakland, California

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## 1. Call to Order and Attendance

The Board Chair Meeting called the meeting to order at 7:19 PM. A quorum was present.

### Board Members Present

John Lundell, Chair  
Peter Hanley, Vice Chair  
Jim Hollis, Secretary  
Suzanne Larsen  
Jorge Ruiz de Velasco

### Board Members Absent

Michele Meyer  
Kimberly Register

### School Leaders Present

Shirley Priestley

### School Leaders Absent

Ida Oberman

## 2. Public Comments -- None

## 3. Consent Agenda

- a. **Approval of Meeting Minutes: February 29, 2012** (amended to note Peter Hanley as present) & **March 21, 2012** (amended: Dr. Oberman not present; verse not recited; no consent agenda was considered)
- b. **Approval of Check Register: February 2012**

Peter Hanley moved to approve the Consent Agenda with the amendments to the minutes.  
Suzanne Larsen seconded.

**Motion carried unanimously 5-0.**

## 4. Discussion & Action Items

### a. **Principal's Report**

Ms. Priestley reported

- conducting benchmark assessments for second and third grade students' academic and behavioral improvement performances;
- she has identified a source for 300 student sets (i.e., 50 per grade level) and 10 teacher sets of Open Court curricula for CSCE from another district that will result in a significant cost savings to CSCE; and
- 12 students now receive counseling service through CSCE and a parent support group is active; she has identified how to offset most of the budget impact of these services using Mental Health revenue.



**k. Audit Firm Contract**

Ms. Zimny reported requesting proposals from four audit firms with charter school auditing experience on the State Controller's list of approved education auditors. Board members had received copies of all 4 responses.

Peter Hanley moved to approve Hosaka, Rotherham & Company's proposal and to contract with this firm for 3 years with the addition of provisions for cancelling after either 1 or 2 years. Jim Hollis seconded. **Motion carried unanimously 5-0.**

**l. Approval of Revolving Loan Fund Resolution**

Mr. Bonino presented the resolution for Board discussion.

Peter Hanley moved to approve the Revolving Loan Fund Resolution for up to \$250,000 with a 4-year repayment term. Suzanne Larsen seconded. **Motion carried unanimously 5-0.**

**m. Approval of Private-Party Bridge Loan for \$200,000**

TABLED TO NEXT MTG

**n. Governance Board Professional Development**

Ms. Zimny reported the result of her scheduling inquiries and polling of Board Members. Following discussion, the Chair indicated he would continue his discussions with MYM, LLP regarding a training or refresher session for Board Members, possibly on Wednesday, April 18, to be followed by a Special Meeting to cover the items tabled at this meeting. The session would include the following topics:

- Brown Act
- FERPA
- Confidentiality
- Conflict of Interest

**5. Closed Session**

- a. Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Executive Director & Principal  
The Chair announced adjournment of the meeting into closed session at 9:40 PM.

**6. Report Out of Closed Session on Any Action Taken**

The Chair reconvened the meeting into open session at 10:20 PM and reported that the Board took no action in the closed session.

**7. Adjournment**

The Chair adjourned the meeting at 10:21 PM.