



Community School for Creative Education Board of Directors Meeting Agenda

Wednesday, December 12, 2012 - 7:00 PM
MINUTES

The meeting will be held at Community School for Creative Education, 2111 International Blvd, Oakland CA 94606
Call in: 712 432 0220 PC 517 0331

1. **Call to Order and Attendance** 7:00 PM

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

Public Comments

CPAC Report - CPAC President Andrea Kent emerita reported on December 7 benefit concert at NUMI Tea. Proceeds totaled \$3,268 and much joy.

Consent Agenda

- a. Approval of Meeting Minutes: November 14, 2012
- b. Approval of Check Registers: October 2012 & November 2012
- c. Approval of 2012-13 First Interim Report

Mr. Hanley made two corrections to November minutes.
Dr Lundell pointed out that the check register had not been approved in prior meeting.
Mr. Hanley pointed out that interim budgets should not be on consent agenda

Ms Meyer moved to approve subject to corrections
Mr. Lundell seconded

Motion carried unanimously 5:0

Discussion & Action Items

7:20 PM

- a. **Principal's Report (Westbrook)**
Principal Westbrook presented tally of suspensions (one student suspended for four days and two students suspended for one day each for fighting each other); a report on parent education (two workshops introducing to Waldorf education and two workshops on how parents can support school learning at home); staff professional development (two professional development sessions on applied behavior analysis); and the school's weekly assemblies (offered either by elders in the community or students themselves).
Principal Westbrook reported on the hire that of the CSCE Spanish teacher and the continued search for a first grade teacher. With Dr. Oberman, the Principal presented the one page CSCE charter summary, "What CSCE Stands For" and explained how the administration had introduced this set of charter commitments to all the parents by grade in grade level meetings over the prior two weeks.

Mr. Ruiz de Velasco observed that through his work helping the district develop full service community schools he had seen the investment needed to build internal alternatives to suspension or detention and had

seen schools work hard to provide opportunities for emotional learning that need to happen before many children could engage in academic learning. Many schools he noted struggle to do that well while also retaining focus on raising test scores. He noted that none of the schools were able to do it without strong parent and community partners and that CSCE was ahead of the game by recognizing need and building those relationships up front. In answer to the board's question what the hardest piece of the work was, Principal Westbrook shared that the biggest challenge was equity.

b. Director's Report (Oberman)

Dr. Oberman reported in four areas: Enrollment, Outreach, Fundraising and Strategic Planning.

- Enrollment was down at this point but the school was looking to build back with January enrollments. The current count was as follows:

L 25

O 21 (3 winter birthdays)

1 21

2 20

3 23

4 16

Total 129 (v enrollment target of 150)

- Outreach

The school is conducting weekly tours, weekly outreach at surrounding pre schools, churches, temples and CBO's and intensive pamphleting at libraries and public places. That day the team had presented at Lotus Bloom and next week at the San Antonio Head start. Two head starts have embraced CSCE as key partners and are arranging a field trip for all their parents to conduct a site visit to CSCE together. That event will occur January 16.

- Strategic Planning

Dr. Oberman and Principal Westbrook met with former ASPIRE CFO Mike Barr who is aiding in building a three year budget for funders and internal planning.

- Grants and Loans.

The anonymous lender has agreed to another \$200,000 loan to the school for the current year at the previously agreed 5% rate. The Director noted the complexity of negotiations that was worthy as this lender saves the school a previously budgeted \$25,000 that would have been spent buying the loan money.

Grant seeking opportunities under target were reported as follows:

- A \$15,000 grant from the City of Oakland under their Artists In Schools program pending with January decision;
- A site visit planned from well-resourced Sebastopol Charter parents, financial advisor Spencer Sherman (author of The Cure for Money Madness, 2009) and wife Janine Sternlieb scheduled for December 19;
- A meeting with the Stuart Foundation requested set for early January;
- A meeting with the Haas Sr. Fund requested set for early January;
- A meeting to refine plans for collaborative grant making with Lao Family to be set in early January

c. CSCE Audit 2011-2012 (Oberman)

Mr. Hanley moved to approve the audit.

Mr. Peters seconded

Motion carried unanimously 5:0

d. Prop 39 (Oberman)

All were glad was that our projections were not questioned.

e. Facilities Maintenance (Westbrook)

Principal Westbrook reported that Gail Greely of the ACOE Charter Office had advised to consider the former CDC room safe for use by OUSD and City standards given that not repairs in the room were noted in the June 2012 fire inspection punch list.

f. Anonymous Loan (EdTec)

Dr. Lundell reported on the offer of the anonymous lender of a \$200,000 loan following the guidelines of the promissory note in the board docket.

Mr. Ruiz de Velasco moved to approve.

Ms. Meyer seconded.

Motion carried unanimously 5:0

g. Financial Report (EdTec)

Jackie reported on the financials.

Jackie agreed to follow up with Mike on PCSGP requirement for external review.

h. New Board Member Candidacies (Meyer)

The candidacy of Mr. David Castillo was brought forward.

Mr. Ruiz de Velasco reported on his meeting with Mr. Castillo, Mr. Castillo's strong credentials and the candidate's awareness of the challenges and opportunities of leading this school, and of the school's merit of given its asset to the community.

Mr. Ruiz de Velasco moved to approve.

Ms Meyer seconded.

Motion carried unanimously 5:0

The candidacy of Ms. Andrea Kent was brought forward.

Mr. Ruiz de Velasco moved to approve.

Ms. Meyer seconded.

Ms. Kent's high qualifications and commitment and respect among parents was recognized. Concern was raised at "the message" if a parent who had just withdrawn their child as Ms Kent had were elevated to board. The board asked that Ms Kent remain involved in the school as she'd offered to be and would resubmit for application in a few months.

The vote was as follows:

Lundell, aye

Hanley, nay

Meyer, aye

Larsen absent

Peters, nay

Ruiz de Velasco, aye

Motion failed 3:2

i. December 7 CSCE Benefit Quartet (Oberman)

See CPAC report on December 7 benefit.

j. Time set for board training (Lundell)

Dr. Lundell proposed that the board training be set when the board was fully assembled in its new membership come January.

Closed Session:

Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Teachers

Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS: Unrepresented Employee: Principal

No public briefing on closed session.

2. Adjournment

10:00 PM