



Community School for Creative Education

Board of Trustees Meeting

Wednesday, September 4, 2013-7:00 PM

MINUTES

The meeting was held at Community School for Creative Education, 2111 International Blvd, Oakland CA 94606

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	
David Castillo	x	

Staff

Ida Oberman	x
Becky Westbrook	x

2. Review and Approval of Agenda

Agenda approved

3. Public Comments

No Public Comment

4. Consent Agenda

a. Approval of Meeting Minutes: August 14, 2013

b. Approval of Check Registers: July & August 2013 Mr. Lundell moved to approve the consent agenda. Ms. Meyers seconded. Mr. Hanley abstained. Motion carried 5:0

5. Discussion & Action Items

a. Principal's Report

Principal Westbrook reported on:

- CSCE hired 2nd resource specialist at 75%. This addition is helping build a more robust SPED team
- The mental health cost should be fully reimbursable if SELPA's true to word
- The school is getting up and running faster than in year's prior on inputting student data into Power School thanks to the hard working staff
- CSCE has held two assemblies, one with John Oubre from Brothers on the Rise and one led by faculty and spotlighting playground rules; both focused on building peaceful school culture
- The back to school night had to be changed so Administration is rescheduling the board staff dinner
- No pull outs during main lesson is allowing resource and intervention staff to help children get settled in and start learning
- The new breakfast routine further helps accelerate children's settling in for learning

Board advised:

- CSCE is in 2012-13 the Lowest performing charter in Oakland except for 100 Black Men
- Staff and board must set double goal of getting ready for common corps and raising achievement
- Staff must focus on whether kids are on standard as measured by standards aligned assessment
- If leadership does not secure higher student achievement, the support to replicate won't be there
- ASPIRE benchmark test is one standards-aligned, tested and acceptable measure
- It's not about test prep but continuous assessment
- On a daily basis teachers need to learn to inquire, where are students and where to go
- For those who are not proficient, the assessment has to be more intensive, with higher frequency
- Leadership may take a page from ASPIRE: Every day teachers are giving report to principal identifying: here is what we did, what she did and did not learn; homework, after school work, assessments used
- It's key to figure out how we link our inquiry on braiding Waldorf & Open Court to standards in reading skills and sub skills
- At next board meeting, provide report on end of unit assessments in Math and ELA
- CSCE owes it to families of student below and far below, and possibly those not at grade level, to discuss where they are and what the plan is to support the child to proficiency
- Board and admin need a sense of the progress being made

b. 2013 CST Results: Report and Strategic Response (Oberman/Westbrook)

- Dr. Oberman introduced Board to CSCE Reading North Star, a programmatic statement developed summer 2013 with overview of CSCE strategy to bring all to grade level proficiency in reading
- Principal Westbrook presented the CST data and offered analysis and assessment calendar and plan

c. Single School District Plan (Oberman) Action

Director Oberman reports:

- The focus of this meeting is on the Single School and District Plan (SSDP) end of year goals of bringing all students and sub groups to 70% proficient, and brief overview at beginning of document

Board advises:

- Take out the comparison to other schools in the district with 660 or lower on API
- Include charters such as Light House and ASPIRE and show how they raised their achievement from 660 and lower to 800's and beyond over 5 years

Ms Meyer moved to approve SSDP pending edits offered by Mr. Hanley.

Mr. Castillo seconded.

Motion carried 4:0

d. Financial Report Status August (CSMC) Update

Mr. Warner reported that at this point CSMC was waiting for full down load of data from EdTec

e. Reply to ACOE Questions re Budget (CSMC) Action

Mr. Warner offered response that was to be reviewed by the Administration and EdTec's Jackie Tsou and then sent to ACOE.

f. Fundraising Policy (Oberman) Action

Mr. Hanley moved to approve the policy pending proofing and incorporation of Mr. Hanley's edits

Ms. Meyer seconded.

Motion carried unanimously 5:0

g. Homeless Education Policy (Oberman) Action

Ms. Meyer moved to approve the Homeless Education Policy.

Mr. Peters seconded.

Motion carried unanimously 5:0

h. Anti bullying Policy (Oberman) Action

Mr. Castillo moved to approve the Anti Bullying Policy.

Mr. Hanley seconded.

Motion carried unanimously 5:0

i. 2013-2014 Lincoln Child Center Service Agreement (Westbrook) Action

Mr. Lundell moved to approve the Lincoln Child Center Service Agreement.

Mr. Castillo seconded.

Motion carried unanimously 5:0

- j. 2013-2014 CSCE Refinement of Discipline Procedures (Westbrook) Action
 Mr. Hanley moved to approve the procedure pending incorporation of Mr. Hanley's edits
 Ms. Meyer seconded. **Motion carried unanimously 5:0**
- k. Student Recruitment Status&Plan (Oberman) Update
 Dr. Oberman reported on student enrollment status
- 2013 - 2014 Enrollment
 - K Total K & K 43 – 7 openings : 5 TK- on waitlist for Jan. Then 2 openings
 - 1st Grade 34 students – 16 openings
 - 2nd Grade 27 students – Full
 - 3rd Grade 20 students – 5 openings
 - 4th Grade 26 students – Full
 - 5th 22 students - 3 openings
 - **Total: 172 Students/ Jan 177 -**
- l. Fundraising Status&Plan (Oberman) Update
 Dr. Oberman reported on fundraising status
- | | | |
|---|------------|------------------------------|
| - Received 150,000 | June 2013 | Stuart |
| - Invited 10,000 | Dec 2013 | Donner |
| - Invited 18,000 | June 2014 | NUMI |
| - Projected 7,000 | Jan 14 | Haas Sr |
| - Projected 10,000 | Jan 14 | Wells |
| - Projected 25,000 | June 2014 | Cowell |
| - Projected 10,000 | June 2014 | Private and Parent Donations |
| - Projected 20,000 | April 2014 | SFF |
| - Projected 10,000 | April 2014 | Clorox |
| - Forecast total projected from Foundations & Donors full year: | | \$260,000 |

6. Adjournment

10:00 PM