



# Community School for Creative Education

## Board of Trustees Meeting Minutes

Wednesday, December 18, 2013-6:00 PM

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

6:00 PM

<u>Board Members</u>	Present	Absent
John Lundell, Chair	<u>_x_</u>	
David Castillo, Vice Chair	<u>_x_</u>	
Michele Meyer		<u>_x_</u>
Suzanne Larsen		<u>_x_</u>
Jorge Ruiz de Velasco		<u>_x_</u>
Andrew Peters		<u>_x_</u>
Peter Hanley, Emeritus Vice Chair	<u>_x_</u>	
Alba Hernandez	<u>_x_</u>	
Andrea Kent	<u>_x_</u>	
<u>Staff</u>		
Ida Oberman	<u>_x_</u>	
Becky Westbrook	<u>_x_</u>	

### 2. Agenda Approval

### 3. Consent Agenda

- Approval of Meeting Minutes: November 20, 2013
- Approval of Check Register: November 2013
- Contract: Merchant Services Wells Fargo for purchase of mobile device for debit card payments to CSCE
- Contract: FolgerGraphics for print and direct mail of 3000 CSCE promo cards

Board observed that the Check Register came in to late and should be deferred till January.

Mr. Hanley moved to approve all except item b, November 2013 Check Register'

Ms. Kent seconded.

Motion carried 5:0

### 4. Discussion & Action Items

- Principal's Report  
Principal Westbrook reported on:
  - Low suspension rate;
  - Encouraged at developments in First Grade;
  - Principal's own redirection of her time to support grade level PLC teams to raise rigor and student learning.

#### b. Our Authorizer: The Work of the Charter Board

Director Greely reviewed:

- What the Authorizer looks for from the charter board,
- The LCAP,
- The timeline and responsibilities of the charter board in this context
- The ongoing tension between autonomy and accountability
- The key date of 21<sup>st</sup> of March to submit the FINAL TRANSITIONAL ASSESSMENT & ACCOUNTABILITY PLAN
- The key date of 1<sup>st</sup> of July to submit the FINAL LCAP
- The need for the Board now to have monthly sessions on assessment, accountability and finance

Board and Principal raised the following questions:

- If ACOE could help get a sign put up by the city showing drivers passing by are crossing a school zone.
  - Director Greely advised we should contact Director Mc Wilson in this matter.
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- Mr. Hanley advised we should contact City Council Person. Noel Gallo who is a long time ally of Community School and now on the city's Safety Committee.

c. Where Are We now in Light of Our Charter and Funder Commitments to Meet MPOs, and Plan Moving Forward

Dr. Oberman reviewed

- that the school is mid point in its charter (2011-2016) and midpoint in its third academic year
- a good moment to reflect
- the great achievements the school has secured
- key student learning and gap closing (equity) commitments of the charter
- the support provided through key partners REACH and BAPAN
- the deliverables promised beyond student learning to the key funders Stuart and Cowell.
- the opportunity of the transition to the new accountability system, where the school is tasked to build its own assessment 'bridge' to Common Core
- the opportunity of the LCAP to tighten and deepen commitments made in Charter
- timeline against goals and needed next steps

The Board, Principal and Director discussed ways to strengthen the work further

The Board advised that

- Mr. Castillo, Principal Westbrook and Dr. Oberman would meet
- The object would to outline the work January to June to build a strong LCAP and leverage that to strengthen program implementation.

d. Budget Report

Mr. Denniston advised on the budget and noted that the school was starting to enter a time of year where cash flow is thinner.

e. Outreach & Fundraising Status&Plan

Dr. Oberman reported on

- 180 students enrolled and
- fundraising on track with an invited proposal to the Donner Foundation (Bob Spencer) submitted over Winter Break.

f. Community School Gala March 28 2014 & Table Captains

Ms. Kent reported on progress towards the Community School March 28 Gala and the invitation that each Board member be a Gala Ambassador, inviting 9 others each.

g. Facility: Prop 39 2014 15/Long Term Lease Option

Item Tabled

j. Due Dates Upcoming

Dr. Oberman reported that the P1 Report was upcoming January 7, 2014

k. CLOSED SESSION Staff Salary/Parent-School Mediation

REPORT OUT No report out.

5. Adjournment

10pm