



Community School for Creative Education

Board of Trustees Meeting Minutes

Wednesday, February 26, 2014-6:00 PM

1. Call to Order and Attendance & Verse

6:00 PM

<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_	
Alba Hernandez		x
Andrea Kent	x	
<u>Staff</u>		
Ida Oberman	x	
Becky Westbrook	x_	

2. Public Comments

No public comment

3. Agenda Approval

Ms. Kent moved to approve the agenda.
Mr. Castillo seconded.

Motion carried unanimously 5:0

4. Consent Agenda

- Approval of Meeting Minutes: January 22, 2014
- Approval of Check Register: January 2014
- Approval of Second Interim

Ms. Castillo moved to approve the consent agenda.
Mr. Peters seconded.

Motion carried unanimously 5:0

5. Discussion & Action Items

- Principal's Report (Westbrook)
Principal reported on:
 - Suspensions
 - 1 student for 1 day for aggression toward a teacher
 - 1 student for 1 day for aggression toward a student
 - Special Education Funding and Program
 - Increased average daily attendance rate since awards
 - Expecting all class teachers are intending to return.

DISCUSSION

Board advised:

- That SPED student goals be documented and used in meetings with class and subject teachers and aides-
- Very good that Becky meets with Day Treatment teachers once a week ;
- Important to add regular meetings of class and subject teachers and aides with day treatment staff to better track;
- Possible use of “Goal Book” employed by Lighthouse; this tool allows staff to load SPED student info onto system and teachers and aides have access. (Note: Dr. Oberman introduced Becky to Lighthouse Head of School Steven Sexton at Lighthouse at time of this writing to learn more about Goal Book use at Lighthouse 03172014)l
- Set ‘intent to return’ meetings with appropriate teachers between March 15 and April 15
- Draft salary plan to incentivize retention under 2 month timeframe;
- In salary plan, include value-added component where salary is linked to evidence of increased student learning.

b.

Outreach Report (Oberman)

DISCUSSION

- Outreach is on track. Close of Option Window Friday February 21. Lottery date set for March 3, 2014.
- Growth plan under review;
- We need to consider whether to expand class size to 28 in admission, as we did in prior years, anticipating 10% attrition, following model of Education for Change and others in Oakland, and based on precedent.

Board advised:

- As in year prior, go to 28 class size assuming 10% attrition
- Exception, rising 2nd grade, where class will receive intensified aide support.

c. Fundraising Report (Oberman)

DISCUSSION

d. Foundation and Corporation Fundraising:

e. Goal: \$250,000

- Stuart 150,000 received
- NUMI 11,000 received
- Rodger Family 5,000 received
- Shinnyo-en 1,000 received
- Cowell 25,000 received
- Donner 10,000 approved
- San Francisco Fdt 20,000 under Foundation review

\$222,000

To be raised pending SFF approval :

\$ 28,000

Steps taken to secure outstanding balance of \$28,000:

- Crescent Porter Hale 50,000 LOI under Foundation review
- QUEST 20,000 invited

Site level fundraising target: \$14,000

Report on Site Level Fundraising to follow March 2014

Summer School Special Project:

- Mr. Castillo’s generous Bike Fundraiser for CSCE Summer School Pilot supporting highest need families (underway);
- Conversation with BELL to secure funds for BELL Summer School. (underway).

f. Gala (Kent)

DISCUSSION

8:26

Ms. Kent reported on progress in launch of CSCE March 28 2014 Gala.

She asks fellow board members:

- Buy tickets
 - Bring friends
 - Sponsor
 - Donate to auction
 - Go on Facebook and celebrate when you see others securing sponsorships and auction items.
 - COME!!
-

g. Prop 39 (Castillo) - On Track	DISCUSSION	7:00
h. Budget Report (CSMC VP Denniston) Mr. Denniston offered budget report.	DISCUSSION	7:32
i. Charter Review (Oberman) Deferred till next meeting.	DISCUSSION	7:30
j. Benchmark Data (Westbrook) Ms. Westbrook shared Springboard for Success Tool with 4 th Grade Data Board advised: - Very helpful and important. - It is key to keep ensuring the reading data is reliable; - It is important to conduct error analysis in case of lagging readers; - Crucial to use multiple measures; - Continue to invest in professional development to improve skill in taking Running Record.	DISCUSSION	9:05
k. Staff Self Assessment Data - Deferred till next meeting	DISCUSSION	8:05
l. Plan Moving Forward - Deferred till next meeting	DISCUSSION	8:15
m. Due Dates - 2 nd Interim	DISCUSSION	
n. Adjourn		9:16pm
