



Community School for Creative Education

Board of Trustees Meeting Agenda

MINUTES

Wednesday, March 19, 2014-6:00 PM

1. Call to Order and Attendance & Verse

6:40 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

Principal Westbrook moved to remove the closed session expulsion from the agenda
Ms. Larsen moved to approve the agenda pending that change.
Mr. Peters seconded.

Motion carried unanimously 6:0

4. Consent Agenda

- Approval of Meeting Minutes: February 26, 2014
 - Approval of Check Register: February 2014
- Mr. Castillo moved to approve the agenda.
Mr. Peters seconded.

Motion carried 5:0 & 1 abstention

a.

5. Discussion & Action Items

- Executive Director's Report (Oberman)
Dr. Oberman framed the meeting with focus on:
 - Affirming mission & vision
 - Where are we going; where are we now
 - Road to Renewal--5-Month Plan; 1 Year; 2.5 Year Plan

DISCUSSION

- Board viewed two video clips, one, *The Waldorf Promise: Marin Waldorf School*, and *Community School launched by the Children's Aid Society in Washington Heights New York, 1992*.
- Dr Oberman placed before the board the challenge to braid these two as the challenge Community School has seized.
- The review of vision and challenge offers frame for a deep look at the Road to Renewal, 5 month plan, 1 year plan, 2.5 Year Plan which will be brought, she advised, in the April board meeting with review of LCAP draft.

b. Principal's Report (Westbrook) DISCUSSION

Principal reported on:

- Suspensions:
 - 1 student for 8 days for aggression toward a student
 - 1 student for 1 day for aggression toward a teacher
- Special Education Population:
 - Currently the school is at 16% SPED with cases still under review.
- Communication:
 - With CSMC the Principal strengthened Internal controls for greater fiscal accountability; Report cards are going home this month;
 - City National Bank brought a visit and offered generous Barnes and Noble book donations (full \$ value to come at April Board meeting with site level fundraising update).
- Curriculum and Instruction:
 - The grade level Professional Learning Community teams are meeting weekly under Principal Westbrook's guidance;
 - Staff meetings have turned to focus on collaboration around student data;
 - The School Site Council has been briefed on the LCAP Plan and suggested that parent teams make videos of programs at the school to feature them more prominently
 - Instructional Leadership Team and Logistics and Culture Team are staffed by teachers, Principal and Executive Director; each meet every other week
 - Assessment Calendar has been established for balance of school year.
- Teachers:
 - Evaluations are nearing completion
 - Staffing picture for next year is strong; one teacher wants to return but not in classroom teacher role..
 - BAPAN is proving to be an important learning project for the teacher
 - Teacher demonstration lessons are under design.

May 12 is open house.

c. Benchmark Data for Learning (Westbrook) DISCUSSION

In Reading:

- First grade 89% approaching or at grade level
- Second grade 62% approaching or at grade level
- Third grade 72% approaching or at grade level
- Fourth 80% approaching or at grade level
- Fifth 67% approaching or at grade level

Board asks:

- Where does this data live?
- Answer soon ORS and now Map

Board advises:

- Soon there should be an opportunity to house and access both through Schoolzilla (see Schoolzilla.org).
 - Next board meeting 10 min demonstration NWEA & full discussion of Assessment Plan
 - Board notes more behind grade level in NWEA than in Reading Assessment (Fountas & Pinnell Running Records)
-

d. Outreach Report (Oberman)

DISCUSSION

Dr. Oberman reported:

- We're in the season where every weekend Dr. Oberman is in a Temple, Church or community meeting.
- A signal of the school's growing recognition in the community, faith leaders have been generous in giving some of the service so Community School parents and Dr. Oberman could share about the school.
- With close of Open Enrollment almost all vacant slots in the school for next year have as of this date been filled.
- We know there is always movement between April and August, and the Outreach team is working now on bringing to the school sufficient families to build a strong wait list.

c. Fundraising Report (Oberman)

DISCUSSION

Foundation & Corporation Fundraising Update to meet **\$250,000** target

Secured/Pending/Invited Renewal:

Stuart	150000	paid
NUMI	11000	paid
Roger	5000	paid
Shinnyo en	1000	paid
SHCowell	25000	paid
Donner	10000	paid
SFF	20000	under review
NUMI garden tools	2000	pending
RFF	10,000	invited
total raised or invited/submitted:	234000	
> 250,000=	16,000	
Seeking:		
Crescent Porter Hale	50,000	LOI under Foundation review
Amgen	50,000	LOI to be filed
QUEST	20,000	invited

Dr. Oberman reported further:

- Full Site level fundraising report will follow in April after Gala.
- We thank Board Vice Chair Mr. Castillo who is conducting a bike fundraiser: proceeds of his strenuous bike ride will go to a Community School Summer School targeting support for children below grade level.

d. Budget Report (CSMC VP Denniston)

DISCUSSION

Mr. Denniston reported on:

- Board Financial Report on current year:
- Initial budget projections for next year:
 - Administration and CSMC conducted budget projections for next year utilizing lower enrollment number for next year: 1 classroom per grade i.e. , 205 students instead of the dual track growth plan which would bring numbers to approximately 250 in 2014-15

Dr. Oberman advised the merits of the slower growth, if financially tenable, were:

- The school is focusing all its energy in refining its model; doing so with one tk-8 track before expanding has merit of tighter learning community to norm and form the Community School Waldorf Inspired Model;
- The school TK - 8 could find space in the current 2111 International location, sparing distraction of move or expansion mid charter period;
- She also noted that the authorizer would have to consent to the slower growth plan.

Mr. Denniston advised:

The Board will have to approve growth plan with budget by June.

The Board advised:

- Identify who the chronic absences are and set meetings with parents.
- Consider making summer school mandatory for those who are below grade level
- Consider public awareness campaign to ensure parents know it costs the school \$55 each day when they do not bring their child to school—many of these parents work hard on fund raisers and may appreciate that the strongest fund raiser is dropping their child at school every morning

e. Promissory Note Review and Sign Off (Lundell)

ACTION

Mr. Lundell stated that the requested loan would be from Dr. Oberman's mother. It is a loan of 3-4 months. Mr. Lundell sent note and pay off schedule to the County for its approval on Monday March 17.

Motion to sign promissory note

Ms Larsen moved to approve the Promissory Note.

Mr. Castillo seconded.

Motion carried unanimously 6:0

f. Enrollment Report 2014-15 (Westbrook)

DISCUSSION

Principal Westbrook reported on enrollment 2014-15. An updated report will follow monthly through August

g. Gala (Kent)

DISCUSSION

Dr. Oberman reported in Ms Kent's place as Ms Kent was absent:

- Board members were invited to go online to bid on auction items now, and come on the day itself.
- Mr. Lundell and Mr. Hanley were thanked for their great contributions.
- Mr. Lundell's was thanked for his tireless help in getting invitation and auction on line.

h. Prop 39 (Castillo)

DISCUSSION

Mr. Castillo reported:

- March 26 a final from OUSD will be approved by the OUSD school board.
- April 1 a final offer will follow.
- The school will have till May 1 to make it official
- That process can be followed by negotiations for a long-term lease

i. LCAP - Update (Oberman)

DISCUSSION

Dr. Oberman reported:

- April LCAP goals will be shared with School Site Council and draft will be brought to Board.

j. Staff Self Assessment Data

DISCUSSION

Dr. Oberman noted the plan to reply in April

Principal Westbrook noted that our greatest strengths are our greatest need

- Need of improvement: pd, community building, discipline and logistic
- Vision is our strength and implantation of vision is PD
- Diversity is our strength and we need more work building community
- Nobody is saying I don't understand the vision

Board advises:

- Set targets where we want the scores to be by next time they are taken
- Executive Director and Principal can lead in benchmarking ourselves

k. Due Dates

DISCUSSION

l. Closed Session Confidential Student Issue - Expulsion Removed
 Potential Litigation
 Report on School Leader Evaluation & Process

Report out Closed Session No Action

m. Adjourn

9:10

