

NOCCS Board Minutes  
June 22, 2016

A meeting of the Board of Trustees of North Oakland Community Charter School was held on June 22, 2016 at 6 pm at the School. The meeting was called to order at 6:10 pm.

The following members of the Board were present: Kristen McClusky, Steve Fox, Leslie Bell, Tracy Hanna, Steve Ajani, Lakisha Young, Juliana Germak, Luis, Sahra, Pam Rich, Teresha, Joy

Absent: Rachel

Guest: Aleshia Reeves, Kelly Hoppe

Amendment to June minutes

Legal counsel, Carl Raney from Girard and Edwards was also present on the phone at June meeting.

“Steve Fox seconded the motion”

Periods at end of paragraphs

Motion to approve minutes with proposed amendments of June minutes

Kristen moved to approve

Juliana seconded the motion

7 approve, 2 abstained

Motion to approve May minutes

Tracy moved to approve

Juliana seconded

7 approved, 2 abstained

Thank you's and goodbyes:

Board formally thanked departing members Steve Fox, Ann Gordon, and Pam Rich. Rachel has volunteered to stay on another term.

Board also acknowledged work of Aleshia Reeves - co-chair of FTO, for all that she's done for the school over the past year.

Voted to amend the agenda

Mia motioned

Tracy seconded

Unanimous approval

**Committee Reports:**

Personnel Committee

Biggest challenge in terms of leave time taken is internal controls. Now owned by Melissa. Also issues about language in acknowledgment letter and staff handbook. Also issues about accounting - not having any place where we knew where it fit on the balance sheet. Personnel committee is suggesting that we keep it in the budget as a contingent liability, budgeting an average amount every year that is reflective of amount of staff we generally lose each year.

The board acknowledged and appreciated the Personnel cttee for doing the hard work of clarifying processes and language. This process highlighted need for attorney who is clear point of contact for personnel committee. We have new board member who is an employment attorney.

Exit surveys - Many folks leaving due to personal reasons, lack of career path (which is a problem in the field of teaching in general), topping out without career development opportunities, salary and benefits. Some thought we could do better job of training internal staff to meet needs rather than bringing in new folks to meet those needs. Stayed here for community, family, culture, curriculum, freedom. Possible suggestion for developing a handbook that would preserve institutional knowledge so that remaining teachers don't shoulder burden of carrying all institutional knowledge.

### Financial Update

Expenses a bit lower than we thought, revenues higher than we thought. Ending the year negative mostly due to SB740. Discussion will ensue looking forward to next year. Finance cttee does have new budget proposal that gets us some of the way there, but still have a long way to go. We have a lot of work to do, a lot of retreat will be focused on this.

Discussion of EDP and lack of collections, lack of processes to be sure that EDP gets paid for. Next year we'll be managing payment for Seedlings but overall EDP will be managed by an external vendor.

Governor's report - anticipating recession, proposing to continue funding for education

### **LCAP and Budget**

Need to align LCAP with budget still

Task this meeting - solidify budget and approve it. Plan is to slow spending this year, but to revise substantially for 2017-18.

Need to approve LCAP before we can approve the budget

LCAP - local control accountability plan - we have to write every year to explain how we'll spend state funding we'll receive. Also how we're going to serve FRL, ELL, Special ed, foster youth. Carolyn, in collaboration with the board, wrote this for 2015-16. Document for 2016-17 is 99% the same as previous year's document. Could hold a special meeting next week (prior to July 1) to vote on both LCAP and budget after we've all had an opportunity to review LCAP. 10 members are able to make it to a special meeting next week. LCAP as written for 2015-16 captured everything in strategic plan, all MPI's, and charter. Two places we've been off: work we did around technology with Illuminate going into next year - supposed to hire dean of instruction to do consulting work, unable to do because we lost a teacher and teacher we brought on took up that money. We've done all the action items, not all particularly well, but have completed them. Proposed 2016-17 LCAP includes staying the course with 2015-16 LCAP. Changes involve how staff are using their time (e.g., how to use new 6th grade teacher, how to use dean of instruction, how to use TFU's) but not budgetary changes. Highs - work around special education, systems put in place, knowing that kids meet their goals and knowing what their goals are, having built up trust with families. Lows - TFU units and how much we spent in each grade level reviewing them, figuring out what needs to be changed and replaced.

Mia: LCAP should be a living document that we use in alignment with strategic plan. Approval of LCAP is something we need to do to get state funding.

Mia proposed that we make the LCAP a living document, that we'll revisit LCAP quarterly in conjunction with the strategic plan, beginning in the fall.

Sahra made a motion to approve LCAP as submitted, Joy seconded.

8 yes

2 nos

1 abstention

The motion passed.

Tracy motions to approve the budget, Sahra seconded

10 approved

2 abstention

The motion passed.

### **Head of School update:**

Staffing - both teachers we're bringing on did guest lessons, both of them are teachers whom Steven knows. Steven actively went out and recruited these teachers, who are interested in being part of a small school and community focused on diversity.

Met goal of seeing two highly qualified candidates for each position - 6th grade position, K/1 position. Both are experienced teachers.

Goals -

- 1) SPED, 90% of kids with IEP's met their goals.
- 2) Financially sustainable model not yet met.
- 3) School culture goal - Most important goal to Stephen. Still inconsistent around expectations. From parent survey: parents feel comfortable providing feedback to school, people feel comfortable bringing contributions to school. With population becoming even more diverse, different issues and opportunities that Stephen knows a lot about how to address.

Challenges for next year: Best use of Head of School's time to ensure goals are met, being involved in internal school culture and being liaison to outside community. Stephen is wanting more time in the classroom, more time coaching, more time leading leadership team.

Title I/II money

Motion to approve Pam, seconded Sahra

Unanimously passed

Protected prayer certification

Motion to approve Tracy, seconded by Kristen

Unanimously passed

Certificate of Assurances

Motion to approve Pam, seconded by Teresha

12 yes

1 abstention  
Motion passed

Meeting was adjourned at 8:25 PM

Submitted by Leslie Bell