**NOCCS Board Minutes**

**DATE**

A meeting of the Board of Trustees of North Oakland Community Charter School was held on **March 16, 2016** at **6 pm** at the School. The meeting was called to order at **6:.**

The following members of the Board were present:

Stephen Ajani, Leslie Bell, Mia Birdsong, Stephen Fox, Juliana Germak, Ann Gordon, Sahra Halpern, Tracy Hanna, Kristen McClusky, Luis Rodriguez, Joy Sherrod, Lakisha Young

Guests: Natalie Foster, Aleshia Reeves, Sarah Keuhl, Vicki Brescher

**Public Comments**

Sarah Kuehl - Class Size

NOCCS parent Sarah Kuehl raised concerns about information that’s being informally communicated regarding class sizes increases. She strongly values the small class sizes at NOCCS and requests that if the Board is considering class size increases that it solicity input from teachers and the community. Luis Rodriguez asked about the specific aspects of small class size that Ms. Kuehl values. She said that it allows for teachers to focus more individually on kids which helps support their social-emotional development and that small class size is a retention factor for teachers.

Vicki Brescher - Garden Funding

NOCCS parent Vicki Brescher requested that the NOCCS garden receive regular funding within the school budget. She is the lead volunteer for the garden and has put a lot of her own funds into it and organizes the parent volunteers who work in the garden with the kids. The garden is a valuable learning tool for kids and teachers. Teachers use the garden in their curriculum: grew wheat for bread unit, carrot tasting for senses unit, mapping, pollinators unit plant flowers. Other Oakland schools receive garden funding from OUSD, but the district won’t consider NOCCS for funding because it is a charter school. Vicki proposes a $1000 budget for the garden this year to for maintenance, umbrella replacement,and other items. Vicki has tried to apply for grants. Sarah Halpern asked if Vicki has received any grant writing support. Vicki responded that David Bond has helped review grants.

**Minutes**

Tracy moved to approve the February meeting minutes; Leslie seconded the motion. There were 10 votes in favor, two abstentions.

Sahra moved to approve the March 9 meeting minutes. Tracy seconded the motion. There were 10 votes in favor and two abstentions.

**Head of School Update**

**Staffing**

One teacher has been placed on a personal improvement plan. Stephen will revisit the plan with the teacher in two weeks. There is one new hire. This person will provide special education aide services for students with IEPs and serve as an EDP teacher.

**Evaluation Conversations**

Stephen has had 4 evaluation conversations with teachers using the new Marzano rubric. The conversations are going well. The rubric does not capture everything that teachers do, but the feedback on it has been good. One pieces of feedback received is that teachers have concerns about multiple people reviewing them beyond just he Head of School. Stephen will work to explain the value of this and get teachers and staff acculturated to it.

**Various Updates**

* Interim assessments are underway. The Board requested an update when data is available.
* The school is at 99% enrollment, and has two new 6th graders.
* In this year’s lottery, NOCCS had 235 applications, the first year of uptick since 2011-12 school year. This is a result of increased community recruiting
* For rising 5th graders, a parent tour and student shadow day were scheduled and went well.
* Had the first suspension of the year. While this is not a good method for changing student behavior, it does allow time to do planning, have meeting with the student and family and prepare for bringing the student back into the classroom
* Considering other data systems because Illuminate is not working for NOCCS at this time; it is designed more for larger schools/districts.
* There is one staff position posted on Ed Join. Other places to post it are the NOCCS website, Idea List and Linked In.

**2016-17 Budget**

Mr Ajani reviewed his preliminary thinking about the 2016-17 budget which will be reviewed in more detail at the next meeting.

* NOCCS’ population is becoming more diverse - more African-American, Muslim, low-income, and special education students.
* Family involvement remains strong, and Mr. Ajani is having conversations with parents about differences in parenting styles and discipline.
* There are teachers who are ready to take on additional leadership roles. Increased role clarity is needed among the administrative team. Need to continue building a culture where feedback is welcomed and the norm. Students need to feel safe taking academic risks and teachers need to feel challenged, supported, and fulfilled.
* While Peacemaking sets a good foundation, it doesn’t change behavior and there’s a need to ramp up the social-emotional curriculum we have in place. Peacemaking does not take power dynamics into account and students could benefit from a better understanding of what bullying is and what it looks like. This issue comes up more in EDP and during recess/lunch than in the classroom.
* $160K is too much to raise each year and external funders are not interested in NOCCS because our free and reduced lunch rate is low.
* Tier 1 behavior and academic supports are in place and the RTI program is working on push in and coaching services. Another area of focus is kids who are ahead and need academic challenges/.
* There’s a need for a school psychologist to reduce external consulting expenditures.
* Stephen would like to work to improve the playground and lunch experience for students.

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**Finance Updates**

Income and expenses are down. The SB 740 email drive has gone well.

Luis Rodriguez moved to approve the 2015-16 audit. **? seconded the motion**, and it was passed unanimously. NOCCS will need to switch auditors this year.

**Committee Updates**

**Strategic Planning**

Mia will send Juliana the past strategic plan dashboard, and Juliana will work with Pam to update it for the current strategic plan. In order to strengthen the connection between staff and the Board, board members will spend time at the school to increase visibility. Board members will also join an upcoming staff meetings in April and May. The Board will sponsor a staff appreciation week event as well.

**Governance**

The parent election process is underway in partnership with the FTO and it’s officer election. We have three external candidates interested in seats as well.

**Talent/Personnel**

The Board reviewed the issues and recommended changes in the vacation accrual policy. The current carryover liability is $31K. Training on how to set up a good process for internal tracking is needed. The Board will consider more long term solutions at its Fall retreat. This clarification needs to be communicated to staff and the handbook changes will be voted on at the next Board meeting. Joy Sherrod will review the changes before the meeting.

**Calendar**

Stephen presented the 2016-17 calendar. Kristen moved to approve the calendar; Tracy seconded. The motion was approved by a unanimous vote.

Steve Fox reminded board members about the April 18 Capital campaign celebration and encouraged them to attend.

**Adjourn**

There being no further business to be transacted, and upon motion duly made, seconded and approved the meeting was adjourned at 8:00 pm

Respectfully Submitted, Ann Gordon, Secretary