

NOCCS General Board Meeting
Minutes
October 16, 2013, 6:00pm
1000 42nd Street, Oakland

Present: Carolyn Gramstorff, Erica Mackie, Kate Hayes, Pam Rich, Laura Geduldig, Mike Markman, Rachel Venning, Ann Gordon, Coriander , Wendy Barry-Owen, David Bond, Victoria Folks, Adam Howell, Ann Gordon, Steve Fox

Secretary, Jenny Bond, was absent. Ann Gordon took minutes.

The meeting started at 6:10pm.

Public Comment

Mike Markman made public comments.

Mike raised concerns about security issues at the NOCCS park/playground. These concerns included the presence of transients on the yard and interaction between transients and students. He asked whether safety policies and procedures exist and are in place at recess and lunch. He has observed a ratio one staff to eighty kids on the playground which seems unsafe. He said that other parents are concerned as well and that if more parent involvement and support is needed to help implement and enhance lunch and recess security, parents would be willing to help. He also noted a lack of remote radio use on the yard as well and staff being unclear of the remote radio policy.

Erica advised that this is an operational issue and recommended that Mike talk with Carolyn, the Executive Director, about his concerns and to learn what the policies are.

Carolyn said that there are security policies in place and this may be an implementation issue. She would be happy to make an appointment with Mike to discuss it in more detail.

Minutes

Wendy moved to approve the minutes from the 9/19/13 board meeting.

Pam seconded the motion.

10 voted in favor, 2 abstained.

Mortgage Refinance Discussion

Richard from PEC was in attendance for this agenda item.

Jay presented an overview of the rationale for refinancing (see background document) and the bank negotiation process up to this point. A loan deal with the rates and terms NOCCS has been offered would not be available now given current market conditions. Completing this refinance puts NOCCS in a more solid financial position as it would move NOCCS closer to eliminating its charter debt. Jay, Lie Mei, Miles and Erica have all reviewed the loan documents as have Richard, Frank Stumpf, Adam Kay and NOCCS' pro bono attorney. All recommend proceeding with this loan.

A board discussion ensued.

Erica moved to approve the loan resolution with the following changes:

- Change the word transfer to release

- Change the certification to say co-chair instead of secretary and Erica Mackie instead of Jenny Bond

Carolyn seconded the motion to approve the resolution as edited.

13 yes, 0 no, 0 abstain

2013-2014 Revised Budget

Beth gave a report on the revised 2013-2014 budget

Key issues she covered included:

- The budget contingency remains at \$25K
- Income increased by just under \$56K. Sources include: lottery funds, common core implementation funds, grants, NOCCS summer camp, reduced health benefit renewals.
- Beth is working on addressing the special education encroachment fees being charged by OUSD.
- \$2.5K was added for the FTO and other discretionary funding by the Executive Director and Board

Erica asked for a refresher regarding the Board policy on contingency funds. Carolyn responded that it's been between \$25-35K, and has varied based on anticipated increases such as Proposition 30, EDP participation, fundraising variances. There has not been a Board policy to specify the amount of contingency funds, but just that NOCCS would have some and \$25K has been the minimum. The Board has budget retreat in February and the contingency is reviewed then.

Wendy asked about cost of common core testing. Carolyn responded that both the state and OUSD are not requiring STAR testing any more. NOCCS has been selected to pilot the smarter balanced assessment and has chosen to test on computers because it aligns with NOCCS' move towards increased technology usage. The cost to prepare for the test is one that NOCCS needs to take on anyway to move in that direction and includes computers, teacher training, and student keyboarding skills. The ideal goal is to have a 1:2 computer student ratio.

Mike asked how budget adjustments get made. Carolyn said they manage to the bottom line and variances are raised to the Board as they happen.

Adam suggested that it would be good to have dollar amount threshold for Board involvement.

Pam confirmed this is a revision to the 2013-2014 budget approved in June, and that it's normal to have a revised budget in the Fall because of late additions and changes that happen over the summer.

Mike moved to approve the revised 2013-2014 budget.

Victoria seconded the motion.

The board voted unanimously in favor of the revised budget.

NOCCS Capital Campaign

David Bond gave an overview of the Capital Campaign strategy and plan. (See slide deck for detail.)

The campaign title is Grow the Dream and it has three major goals:

- **Build on fertile ground = OUR HOME (\$300K)**

- Pay off start-up debt, secure a sustainable mortgage
 - Make green infrastructure improvements
- **Strengthen our roots = OUR PROGRAM (\$150K)**
 - Invest in technology, curriculum and teacher professional development.
- **Seed the future= OUR IMPACT (\$100k)**
 - Plan to grow and disseminate the NOCCS model.

The total fundraising goal is \$650K including 100K in expenses. The strategy lays out several pathways to be able to achieve this goal by 2015.

Wendy asked how the Cabinet and the Committee differ. David responded that the Cabinet sets strategy and the Committee is responsible for implementation of the strategy.

The strategy includes a Board fundraising goal of \$75K. The Board would like to have continued discussions of the capital campaign strategy in general and the Board's responsibilities specifically.

Board members expressed support for the current strategy and commended the work of David, Carolyn and the Cabinet in continuing to research and develop this plan.

Adjourned

The Board adjourned to a closed session (*regarding the Executive Director's personnel evaluation.*)