

**NOCCS General Board Meeting**  
**Minutes**  
**February 19, 2014, 6:00pm**  
**1000 42nd Street, Oakland**

Present: Carolyn Gramstorff, Mia Birdsong, Erica Mackie, Kate Hayes, Pam Rich, Ann Gordon, Wendy Barry-Owen, Steve Fox, Miles Armstead, Coriander Melious , Victoria Folks, Laura Geduldig, Adam Howell, Jenny Bond

The meeting was called to order at: 6:05 pm

**Public Comment:** None

**Approval of Minutes:** Wendy motioned to approve the minutes. Steve seconded the motion  
Unanimous approval

**FTO Update:** Wendy and Omar Farmer presented an update on the progress of the FTO. Wendy distributed a handout with background information about the FTO. They have collected ideas to form meaningful goals for the FTO in an inclusive manner. First meeting was launched and they have hosted 3 parent education events and 3 staff appreciation events. They have an FTO page on the NOCCS website. They formed an FTO Planning Council to shepherd the member elections. Wendy also shared this and next year's goals for the FTO. Erica asked how frequently the Board and the FTO should interact with each other. Omar shared that they were working on their Bylaws and mission statement and will finalize soon. He feels that budget changes would be an interaction point between the Board and the FTO. Wendy stated that the bigger picture is still being formed. Erica added that when the FTO has a better idea of their forward movement they should check in with the Board. Wendy states that the idea is to work more with teachers and to provide support but they are still working on the exact structure. Carolyn said that they should also check in with administration. Kate asked what they are doing to reach out to families they haven't seen and to make sure that the FTO accurately represents families in the community. Omar shared that they have talked about getting more parents involved but right now they will continue to do what they are doing and receive feedback. He reports that the parents in his class like the involvement and that some parents are waiting to see how things play out. They have utilized Mailboxes, The Weekly Blast, word of mouth, robo-calls. Mia shared that in the past, each teacher gave a list of 5 families to contact.

**Development Update:** David presented the Fundraising Board Report that was sent to the Board as a pre-read. He reported that we reached our goal for the Annual fund. This was done while also actively pursuing the Capital Campaign. Participation in the Annual fund jumped 14%. David shared that the primary parent leader for the auction graduated last year and new people have stepped up. This is happening late and they have to change the Auction date for early April. They are exploring possibilities for location. Sharon Kreeger is leading the efforts. New Ventures has fundraising ideas: A's game, Pasta Pomodoro fundraiser and possibly a "kids night out".

**Capital Campaign:** Not as far along as we want to be in leadership, giving participation (match, board, identified parents) Steve Fox shared that to date most of the Board members have committed to the Campaign. He anticipates that we will get to 100%. They are hoping for Board participation in a House party on Saturday, March 1<sup>st</sup> from 7-9 pm. Steve passed around a list of invitees for Board members to call to encourage these people to attend the lead donor party. David stated that the next goal is to pay down the start up debt. Carolyn reinforced the need for 100% Board participation before the March 1<sup>st</sup> party.

**Facilities:** Carolyn introduced Sarah as a primary member of the safety and facilities committee. Sarah distributed a blue print of the plan for Linden Park and the site plan for the temporary and permanent playground improvements in the NOCCS parking lot. The start date keeps moving and as of February 1<sup>st</sup> this date is in August. Dan Cobb has agreed to meet with the school and the LCA to talk about greening. The funds for this project are encumbered. The Board reviewed these plans and asked questions. Sarah shared that there is a desire to include more art and showed pictures of possibilities. She stated concerns about getting people out to work parties on the weekends to help with this big project. Mia suggested providing activities for people's children to do during work parties. She also asked if the broader community would have access to this new play space. She stated that, if so, we would have a better chance of getting them involved in supporting the project. Kate wondered if it would be possible to get high school students involved in return for community service credits. Wendy shared that Oakland Tech has organization called Build On that does this type of project. She also stated a worry about lawsuits if the public was brought in. Ann Gordon suggested giving as much advance notice and providing two work parties so that people could choose one. Medium budget request is \$2,500, Dream budget request \$5,000 would get a lot more painting, artwork and more whimsical play spaces. Carolyn said that we could afford \$2,500 now. Kate asked what the money would be going towards. Sarah answered mostly materials. Steve asked if \$5,000 up front would make any difference. Sarah answered that she did not think it would matter.

Mia proposed allocating \$2,500 and revisiting at a later date. Wendy seconded the motion.  
Unanimous approval

Coriander joined the meeting at 6:50 pm

**Finance Update:** Beth reported that NOCCS has been negotiating with OUSD about special education. The school has received 12K and 15K bills in past fiscal years. Carolyn met with OUSD and came to an agreement to only pay 5K one year and 7K the other year. They were able to bring the difference in to the 2013-2014 budget this year but it is not cash. NOCCS reserve for our budget is \$25K. Beth shared that we're supposed to get revised revenue numbers for this fiscal year. She guesses they will be somewhat higher. We are still managing to our budget and maintaining the \$25k reserve. She is hoping for new numbers from the state in the next couple of weeks.

Erica asked where in the income line is our annual fundraising. Beth responded that it's imbedded in "other local revenue". Mia stated that it does not make sense and that we should be more conservative based on the fundraising track record. Beth responded that she is waiting to hear from the state before revising.

Adam Howell joined the meeting at 7:00 pm

**Admissions Policy and Lottery:** Carolyn briefed the Board on the current enrollment numbers for Fall 2014 based on returning students, sibling, staff and Board member preferences. At this point there are very few available spaces throughout the school. Carolyn stated that it is typical for this to shift later in the year. Carolyn proceeded to share an overview of the Lottery process with the Board and the role of the Board on the night of the lottery.

It was proposed that the Board vote to add the following Between 16 and 17:

If there are any procedural errors detected during the lottery, the team will be pulled together (including all board members present) and will decide how to proceed. If there is little or no impact on the outcome of the lottery, then it is typical to proceed. In some cases, it may be necessary to redo part or all of the lottery. The board will certify the lotto results when it convenes later.

Erica motioned and Carolyn seconded.

Unanimous approval

The lottery is March 12<sup>th</sup>. Board members volunteered to work the Lottery drawing.

4:00: Coriander, Mia, Pam, Laura

4:30: Jenny, Wendy, Erica

Board members will meet immediately following the drawing to certify the lottery.

**Committee Updates:**

*Charter Renewal committee:* Carolyn shared that they had annual site visit from the Office of Charter Schools. She said that NOCCS should not have any problems with renewal this year. LCAPS have to be written around 8 priority areas and be approved by June.

*Community committee:* Laura reported that they discussed working more with the FTO. They are working to put together the story of NOCCS. They are discussing diversity at NOCCS. These are all related to the key action strategies. They asked David to tell them how he is pitching NOCCS. They found that there wasn't the story of how NOCCS came to be. A question they have is does NOCCS represent Oakland, North Oakland? What does diversity look like at NOCCS? Ann asked the committee if they were working on Board communications with the greater community. They responded that it is not part of the strategic plan. Erica suggested the committee find a person to do this communication. Wendy suggested putting it on agenda for next meeting.

*Governance Committee:* Jenny reported that the committee began revising the Bylaws, created the Board Member agreement document and worked on a plan to balance the Board member terms. They will begin looking toward the process of nominating in the spring.

*Personnel committee:* Victoria reported that they are continuing the overhaul of the benefits package.

*Special Education committee:* Has not met since last meeting

**Review proposed revisions to Board Bylaws:** The Board reviewed the pre-read sent by the Governance committee. Wendy asked about removing the PTA from the Bylaws and discussed wanting to be more thoughtful about this removal. Ann shared that we cleaned them up for Charter Renewal. Erica stated that taking more time to think leaves us out of compliance with the Bylaws. Wendy agreed but strongly suggested that Governance committee meet with the person who wrote the Bylaws. Kate stated that there was no recognition of the teacher representative. Erica expressed confusion regarding the meaning of "Designated Trustees".

The Governance committee will continue to discuss and will meet with Kate Hayes to revise further.

**NOCCS Board Agreement:** Erica and Mia will print out Agreement and bring them for Board members to sign at the March meeting.

**Director's Update:** Coriander asked why the low-income students at NOCCS are scoring so low as viewed on the SARC. Carolyn responded that there is data error and discussed a discrepancy error between STAR test scores SARC

**Meeting Adjourned:** 8:30