

North Oakland Community Charter School (NOCCS)
General Board Meeting
@ 6:00 pm April 17, 2013
1000 42nd Street, Oakland

Our Overarching Role as Board Members:

Serve as pro-active stewards of NOCCS' sustainability and growth, in alignment with its guiding principles

Outcomes

Better understand the current state of the school
Make progress on strategic priorities; fine-tune implementation strategies
Address emerging policy issues
Agree on next steps

AGENDA

Present:, Wendy Barry-Owen, Carolyn Gramstorff, , Jenny Bond, Michael Schwartz, , Eric Rathhaus, Jay Weil, Erica Mackie, Ken Sommer, , Miles Armstead, , Li-Mei Johnson, Kate Hayes, Mara Benitez

Meeting called to order at 6:05

Public Comment- None

Approval of Minutes: Ken moves to approve minutes, Jay seconds
6 approved
3 abstentions
Approved

School Calendar: Not ready, tabled for next month

Finance Committee Report:

Jay reports no changes from last month and that Carolyn and Josh moved us through the SB740 process and we know we will receive the second half of SB 740 payment.

Budget development: Carolyn shares that Leadership and Administrative teams have met to discuss cuts and holding off cuts and plan to create balanced draft by next month.

Refinancing: Jay reports several discussions with the bank and frustration with the slow process working with the bank. Jay spoke with the bank today and asked if Charter schools apply and what problems arise. The answer was that Charter schools do apply and there are generally no problems. One issue is that there is a renewal process every five years. We are the only school with the bank that has a real estate loan. The bank is uncomfortable and will require that we have a guarantor for 25 years. He shares that the Tax-exempt option is not the best way to go from a financial standpoint. Our option is a traditional taxable loan at 4.3%. They have changed loan amount. Now saying 2.9 million – 3 million.

Carolyn wonders if the bank knows about the charter requirement in the even of a closure and who would take ownership of the building. Jay responds that the bank is only

concerned about someone servicing the debt. With the taxable loan we don't need a guarantor. Disadvantage is it's just a ten-year balloon. We would get at least \$100k less than we thought with this loan. The Board discussed various options and asked questions.

Erica proposes creating a working group to further discuss options regarding this Refinance. Carolyn, Jay and Ken will meet after the meeting to plan subsequent meetings. Carolyn shares very emergent conversations in OUSD about restructuring an "Achievement District" quality schools available to every child in Oakland and with high quality schools having the opportunity to mentor lower achieving schools. One plus would be that the district offers high quality charter schools free facilities in exchange for some trade offs.

Pre-k/Transition-K: Carolyn reviews Board decisions from prior meeting. The RFP is still in process and Carolyn is continuing to explore with some connections. Expresses concern about whole board vetting the consultant. She proposes creating an ad hoc committee to do this work. Asks for Board approval on this approval. Wendy asks if other options continue to be on the table. Carolyn responds, yes. Mara shares that she knows people that research TK's for the state. Asking for up to \$5k to fund consultant. Carolyn, Mara, Li-Mei and Jenny volunteer to join ad-hoc committee.

Erica moves to approve the creation of this ad hoc committee
Unanimous approval

Staff Handbook: Board received version of handbook edited by an attorney. Carolyn reports that there are conflicts and questions. Proposed that we form a working group to go through and balance the two versions of the handbook; pre and post legal redlines. Carolyn states that a 3rd draft is needed. Eric, Erica, Kate and Carolyn volunteered to be on this working committee. Tabled until May meeting.

Grievance Policy: Board reviews Eric's revisions of this policy. Eric highlights major revisions. Erica shares that, in general, she likes the changes but asks about Michael's wording. Board decides to stay with Eric's revisions Board discusses and asks questions. Michael moves to approve. Ken seconds

1 abstention
Approved

Strategic Plan: Li-Mei presents Strategic Plan 2012-2015 Scorecard. Board reviews displayed chart. Li-Mei proposes that we need to have a process to check in on progress and report back to the Board more regularly. Board discusses possible timing of reporting progress. LI-Mei suggests that leads of these different areas need to discuss action steps with committees to move forward and make progress. Wendy volunteers to shepherd this document to make sure that owners of varying goals are creating actions steps. Kate asks how the color codes will be assessed. Li-Mei summarizes different color categories. Board decides report outs should happen at May meeting.

Board Fellows Final Presentation: The Fellows presented their final project with the objective to *Contribute to sustainable fundraising and long-term financial stability*. The Fellows reported their research on grants that Charter schools are eligible to receive. They shared the most promising grants available to charter schools based on their research. They stated their opinion that NOCCS should put more effort into applying for grants such as the ones presented. They recommended building a NOCCS Grant Toolkit and shared ideas for what should be included.

Capital Campaign Solicitation Training: Ken reports forward progress in the campaign and that we have a Case solidified. The committee is close to coming up with some collateral material, including a video. \$275k has been raised to date. Ken shares they have been waiting for the 75 day refinance window to open and the plan was to raise as much money as possible and then go to LLC for loan forgiveness. This process is shifting based on status of refinance. Assuming campaign is going forward, Ken states that we need an investment committee. Miles volunteered to work on this committee. Carolyn asks about process for decision making with investments. Ken states that the committee would report to the Board and they will need to approve all investments. Ken reports 100% participation from Board and 100% from campaign committee. There is a former NOCCS Board member campaign occurring. The Board set a “Go Get it” goal of \$75k. The Board participated in a training focused on identifying and cultivating possible prospects.

Meeting Adjourned at 8:13 pm