

North Oakland Community Charter School (NOCCS)  
**General Board Meeting**  
@ 6:30 pm May16, 2012  
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: Ken Sommer, Wendy Barry-Owen, Rachel Wylde, Erica Mackie, Eric Rathaus, Carolyn Gramstorff, Jay Weil, Michael Schwartz, Victoria Folks. Kristin Zimmerman, Katherine Orr, Ken Sommer, Li-Mei Johnson

Not present: Mara Benitez

**Public Comment**

Rachel introduces guest and potential board member Joe Kahn - Professor in College of Education at Mills College.

No other public comment.

**Approval of Minutes**

Vote on March 14, 2012 meeting minutes. Carolyn identified a correction to the March 14 minutes; In the item approving minutes said that Carolyn was not present at the meeting; they should be changed to say she was present, but abstained on voting for other reasons. Ken motioned to approve with changes, Wendy seconds. The motion passed with Ken, Wendy, Rachel, Erica, Eric, Carolyn, Jay, Michael, Victoria, Katherine, Ken approving; Kristen abstaining; Lei-me not yet present.

Vote on April 18<sup>th</sup>, 2012 meeting minutes. Ken motioned to approve minutes, Wendy seconds. The motion passed with Ken, Wendy, Rachel, Erica, Eric, Carolyn, Michael, Victoria, Ken approving; Kristen, Jay and Katherine abstaining; Lei-me not yet present.

**Development Committee Report**

Ken provided an update for the development committee, starting with his and Carolyn's meeting with Susan and Sharon about the annual fundraising events. Both Susan and Sharon agreed to continue to lead these efforts for one more year (2012-2013). Ken and Carolyn are working to find a partner for Susan on the annual fund. Sharon will focus on the auction and walk a thon. Ken and Carolyn also agreed to protect Susan and Sharon from taking on other fundraising activities. Additionally, the marketing and fundraising

coordinator will be available to support their team with infrastructure and visibility and they will have 5,000 to invest in the auction.

Ken reported the marketing and communications coordinator had been hired and will start June 4. Their first task will be to support capital campaign.

Ken reported on the capital campaign. The capital campaign cabinet (Carolyn, Erica, Rachel, and Ken plus the consultants) just completed a draft of the case statement. They are testing the case with key stakeholders to create a final draft and working to identify someone to co-lead the campaign with Ken. They have also identified a possible anchor donation from an anonymous donor. Once case is done the team will know what the target is and they will develop a true campaign with a timeline.

### **Finance Committee Report**

Jay presented the 2011-12 budget. Since March, projected Net Income changed from \$20k to \$80k. He highlighted that it was the second year in a row the budget would come within a few percentage points of its target.

Jay presented the 2012/2013 operating budget. Based on the increased probability of trigger cuts in the state budget and a generally ugly funding climate, the finance committee developed a very conservative budget. Jay estimated 89 thousand of state revenue will be cut from our income. Our rent will go down. He discussed efforts to mitigate this loss, including recognizing the full SB740 facilities grant this year and cutting one part time staff position.

Board members discussed options for preserving modest cost of living raises for administrative and elective staff, given the deep need to increase moral and retain staff. After discussing the targets for the internal fundraising events and the impact on staffing capacity and program, Carolyn made a motion to implement a one year temporary suspension of the contingency to \$25,000 from \$30,000. Ken seconds. The motion passes with unanimous approval (excepting Eric who was no longer present).

Carolyn makes a motion to pass the budget with \$5 thousand more in personnel expenses and \$5 thousand less in contingency. Ken Seconds. The motion passes with unanimous approval. (excepting Eric who was no longer present).

### **Nominating Committee Report**

Li Mei presents on the community board member election. Miles Amsted and Jenny Bond were the two candidates running for the 2 positions. They were both elected. Li Mei moves to certify the election; Katherine seconds. The motion passes with unanimous approval. The new board members will officially join in August.

### **Facilities Committee Report**

Carolyn reported on the negotiations with Destiny Arts. They will be moving ahead to acquire a facility, and will be tenants until they are able to move into their new space. Destiny has agreed to sign a short-term lease for 1 year. The next task for the facilities committee will be to do a fiscal analysis of whether or not we need to secure new tenants, or if we are able to afford the space for NOCCS use.

**Closed Session**

Carolyn updated the board on personnel decisions for 2012/2013. She then left the meeting.

Victoria briefed board on status of Director Evaluation, including the progress the committee has made in developing new evaluation tools based on best practices in the field.