

North Oakland Community Charter School (NOCCS)
General Board Meeting
@ 6:00 pm June 20, 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, Carolyn Gramstorff, Jay Weil, Michael Schwartz, Victoria Folks, Kristin Zimmerman, Katherine Orr, Li-Mei Johnson, Mara Benitez

Not present: Eric Rathaus,

Public Comment

Jane Greenburg, mother of two NOCCS students (first and third grade), made public comment voicing concern about the new policy of offering part-time status to lead teachers at NOCCS as a teacher sustainability and retention strategy. She requested a strong evaluation of the policy, exploration of other strategies for teacher sustainability and formally capping the number of teachers who could be part time in any given year. The board thanked her for her comments.

Approval of Minutes

The board agreed to postpone approval of the May 2012 meeting minutes until the August meeting.

The board also discussed how to ensure prompt public posting of the minutes. The secretary will email a PDF of approved minutes to website administrator (Peter Moy) for posting on the NOCCS community website and to the office manager (Sharon Flynn) for distribution on the community list serve.

Development Committee Report

Ken gave an update on development infrastructure. He introduced Yovana Gruissem who was hired as the development and communications coordinator. She will primarily be focused on the capital campaign as well as annual fund. She will be

helping to develop key infrastructure in place, support grant writing and the development of a donor database. The value added already being felt.

Ken gave an update on the capital campaign. They are finalizing the case statement and will begin a series of meetings with key stakeholders in the next week. Over the summer they will begin identifying donor prospects and begin more aggressive work on the campaign in August and September. Yovana has created a format to report on the capital campaign progress.

Carolyn reported on the new fundraising leadership structure developed to support the “Big 3”: the annual fund, walkathon, and the auction plus some additional “incubator fundraisers”. Susan Jones and Sharron Krieger will lead the 3 core fundraisers and will coordinate with Wendy Barry-Owen who will oversee the “fundraiser incubator” effort. They are creating a fundraising event calendar to coordinate and manage efforts. Yovana will provide communications and collateral development support. Volunteerism for this and other needs will be cultivated directly through classroom communities.

Wendy reported that the development committee had not discussed the timeline for the community goal. The board discussed reaching out for other parent volunteers to implement this component of the plan and agreed to discuss this further in August.

Ken Sommer leaves the meeting.

Strategic Plan Update

The board discussed the publishing and distribution of the final document. Kristen shared a draft introduction for the strategic plan. The board made suggested edits. Kristen will make these edits and will coordinate with Ken and Yovana to decide how much to distinguish this story from the case statement. Following this, Yovana will head up the layout and printing of the report in the early fall.

Education Report

Carolyn provided an update on the measurable pupil outcomes report, a part of the annual review process with OUSD. The report came out in May and we had successful follow-up visit. The key focus now is on developing stronger portfolio assessment tools. NOCCS has created a 3-year plan to pilot a new form of web-based portfolio assessment with a K-5 team of 3 of the most experienced teachers. District is supportive of the effort. The board expressed concern about transitioning students and suggested that the school generate a letter for graduating students with recommended placements in their new schools.

Carolyn then reported on the Cal student report and survey results. Carolyn shared the excitement and enthusiasm that staff and students felt about it as a final project

for graduating students. The students made strong recommendations and most are doable. The staff will review to see where they are in agreement, and if and where there is difference. The report is on the family connections website. The goal is to use the project as part of a continual improvement process. Carolyn has already discussed with the community engagement volunteer leads how to use the findings in designing community engagement and inclusion efforts

Finance Committee Report

Jay made the recommendation to Add Li-Mei as a check signer. Rachel moves the resolution as provided be adopted and Erica seconds. There is unanimous with the exception of Li-mei who abstains.

Jay gave an update on the timeline for accomplishing the financial committee goals for the strategic plan. They have created a timeline and will create a final version in July and have it for the August meeting.

Li-Mei requested all committees send her their timelines by July 15. She will compile by August 1.

Nominating Committee Report

Michael discussed the possible election of Josh Newman, an potential external board member. After discussion, Carolyn moved to offer an appointed spot to Josh Newman: Michael seconded. The motion passes with unanimous approval.

Discussion of Current Board Member Lotto Preference Policy

Erica initiated discussion about the current policy. The board discussed two issues regarding flexibility with being able to exercise the lotto preference - the threshold for how long a board member would need to serve before being able to exercise the preference, and when and if the preference would expire. The board made several recommendations for revising the policy: no sunset date, a 2-year requirement of service before exerting preference for a kindergarten spot and a 1-year requirement for any other grade level. Erica will write a revised policy to bring to vote at the August meeting.

Michael provided a general update reported on other external board members that are being developed. There will be an official on boarding of both elected and appointed board members in September. There was a general plea to continue cultivating board members.

Victoria Folks leaves the meeting.

Executive Committee Report

There was no report at this time.

Vote on Board Meeting Calendar

Erica moves to approve the board meeting calendar; Kristen seconds. The motion passes with unanimous approval.

Approval of new lease with 1000 42nd St. LLC

Jay presented the proposed lease amendment and the board reviewed and discussed.

Rachel moves to approve the resolution; Li Mei seconds. The motion passes with unanimous approval.

Approval of MOU that instructs PEC to make some payments to Charter Loans

Jay present the question of creating an MOU with PEC to make some payments to charter loan. The board recommends that we empower Carolyn to sign the MOU with PEC.

Erica moves that Carolyn is authorized to move into MOU with PEC; Kristen seconds. The motion passes with unanimous approval.

Closed Session

The personnel committee briefed the board on the salary and compensation for 2012/2013 staffing and discusses the evaluation and contract renewal of the Director. The board voted to renew director Carolyn Gramstorff's contract for the 2012-2013 school year with no salary increase.

.