

NOCCS Special Board Meeting Minutes
June 18, 2014, 6:00 pm
1000 42nd Street, Oakland

Present: Carolyn Gramstorff, Erica Mackie, Pam Rich, Steve Fox, Coriander Melious , Adam Howell, Jenny Bond, Wendy Barry-Owen, Kate Hayes, Rachel Venning, Mike Markman, Ann Gordon

Called to order: 6:13

Public comment: None

Approval of Minutes: change special meeting. Change Kristen McClusky
Pam moved to approve the minutes with above changes
Carolyn seconded
8 approved
4 abstained
0 opposed

Thank you: Erica appreciated board members who are terming off: Victoria, Wendy, Laura, Mike, Kate

Development Update: David and Steve co-presented the end of year fundraising report, the annual campaign and shared a final action for the board:
David presented the Annual fundraising spreadsheet and shared that he did not predict anything to change except that the annual fund collects throughout the year. He needs to get the final numbers for the NOCCS night out. David reported that he was pleased with the quality of the events but not the total incomes or expenses. He stated that the auction was the main challenge and that expenses were more than previous years but this did not pay off on the income side. The goal for New Ventures was not approached last year or this year. He recommends reducing this goal for next year.
David presented Development proposals for 2014-2015. He stated that the annual fund goal should be higher. The FTO is planning to take on the walk-a-thon
The Board listened and asked questions. Carolyn stated that she would like to see more ownership of the Capital Campaign from the board.

Capital Campaign update: David reported that they have brought in an additional \$30k and paid expenses out of that amount. The campaign still has over \$50k in the account with the plan to hold \$10k of that. David presented a pie chart that represented the breakdown of monies still needed. The debt is currently \$109k. The board asked questions discussed.

Steve reminded the members that the board was charged with raising \$7k. We have \$6.75k to go. Steve shared that there is a week left in this segment and encouraged the board to ask within their networks. Pam discussed that she asked her father in law and he plans to give \$1,000. Coriander shared the website link with her sister in Iceland and she plans to give to the school.

David requested that each board member make three-phone calls to families on his list for "25 families, \$25K by June 25th" campaign. He passed around this list of names for board sign-up. Each board member was assigned three people to call and was given a packet with information for these calls.

Change policy to increase staff benefits and salary scale: Carolyn reported that reflected in the new budget are two key policy changes that are the first steps in addressing teacher/staff sustainability.

- Increase staff benefits- Finance recommended that this year be increased to \$425/month, from \$330/month plus \$100/month for staff members electing to cover their children.
- Modify salary scale to bring all categories up 2% for lead teachers

Board members discussed and asked questions. Rachel shared that she fully supports these increases but that it was a shock to the budget and that looking forward these increases need to be worked in more consistently.

Carolyn motioned that the board approve to increase staff benefits from \$330/month to \$425/month plus \$100/month for staff members electing to cover their children and modify the salary scale in all categories up 2% for lead teachers.

Mike seconded the motion

Unanimous approval

2014-2015 Budget: Rachel Venning presented the 2013-2014 Budget Overview to the board. She reported that the budget was on target. The current budget projects operating income of \$23k, which is \$3k lower than projected.

2014-2015 Budget Overview- Key assumptions: 225 students and 96% attendance rate.

PEC funding of \$207k, general fundraising of \$145k, and additional grants of \$30k.

Looked ahead to 2015-2016 budget and 2016-17 budget : Dropping PEC funding to \$133k

Plan to join a charter SELPA starting in 2015-16-we will be getting the funding ourselves and hiring the staff to provide the special education in house. Coriander asked if SELPA will be brought to the board. Carolyn responded that the board has to vote and approve. Program would operate at a loss of roughly \$72k once Federal revenues kick in. This is approximately \$100k improvement from using OUSD SPED Erica asked if the board is approving three budgets or just the 2014-15 budget. Carolyn responded that the state requires us to approve a preliminary 3-year budget.

The board viewed the NOCCS three-year budget projection

Erica asked for clarification of why state revenues double over the years. Carolyn responded that the projections are under the assumption that these monies come from SELPA.

Erica moved to approve the 2014-2015 budget and preliminary three-year budget

Ann seconds the motion

Unanimous approval

Director's Update (incl. LCAP): Carolyn summarized the process of developing the current LCAP that was sent out to the board as a pre-read. There are 24 goals that fall into five main categories. Carolyn reviewed important key elements of this lengthy document. Looking forward, Carolyn shared a need to identify new measurement tools to set baselines for future goals. Carolyn shared that there will be a good deal of time from now on working on effective processes to ensure that LCAP goals are met. Erica asked what the board should be concerned about and what Carolyn is thinking about with this document. Carolyn reported that NOCCS is spending a lot of money on technology-based curriculum and that this will increase our annual spending. She is concerned that we have not done a lot of budgeting

around these types of expenditures. She is also concerned about administrative capacity to do this accountability work while maintaining instructional work. Carolyn also stated that the work done on the LCAP will translate well into the Charter renewal. The board engaged in thorough discussion.

Pam moved to approve the LCAP

Erica seconded the motion

12 approved

1 abstention

Update of Bylaw revisions: Erica reviewed the reasons for current revisions. Erica commented that the revised version reads cleanly. Wendy asked about the removal of the PTA piece and what would be added. Mike responded that the parent elections cover the original intentions of the founders.

Ann Gordon moved to approve

Mike seconded

12 approved

1 abstention

Additional discussion and recommendations for revision surfaced.

The Board voted again with the additional changes of replacing the term “Principal” with “Executive Director”, updating the secretary’s name to Jenny Bond and striking the discussion of the Nominating committee.

Mike moved to approve

Pam seconded

12 approved

1 abstention

Adjusted Board Members terms: Erica reported that the executive committee has asked some members to extend their terms by one year and some to reduce their terms by one year.

Mia increase one year (4 year term)

Adam decrease a year (2 year term)

Erica increase a year (4 year term)

Carolyn moves to increase Erica Mackie’s term by one year

Mike seconded

Unanimous

External board members: Jenny and Erica presented the candidates and the board thoroughly discussed. The board reviewed the qualifications of the top four candidates voted.

The board elected Tracy Hanna, Sahra Halpern and Joy Sherrod

Meeting Adjourned: 8:15