

**NOCCS Special Board Meeting Minutes**  
**September 17, 2014, 6:00 pm**  
**1000 42nd Street, Oakland**

Present: Carolyn Gramstorff, Steve Fox, Jenny Bond, Rachel Venning, Ann Gordon, Iliana Phirippidis , Tracy Hanna, Kristen McCloskey, Joy Sherrod, Pam Rich, Miles Armstead, Sahra Halpern  
Adam Howell

**Called to order: 6:09**

**Public comment:** None

**Approval of Minutes:** Pam moved to approve the minutes, Adam seconded  
9 approved  
1 abstention

**Sahra Halpern introduced herself to the Board.**

**Director's Update:** Carolyn presented an introduction to the board regarding the board's role in supporting and monitoring student achievement.  
The board participated in exercises.

*The Board shared out summaries from their brief conversations:*

Sahra: states that she wants to be able to respond to questions about why children are not achieving

Tracy: Looking at numbers and performance on tests.

Joy- Looking at an online measure-does not tell the whole story. States a need to get parent input regarding experience

Steve-Shared that the board has less connection with student influence and more with the staff of the school. The board should make sure they have supportive environment and maybe should have more connection with the student body.

Pam- Stated importance of making certain that kids access to education was equitable. Asked questions about whether the role went beyond that.

Carolyn states that it's a goal to continue conversations in this direction and to discuss how data is collected and base decisions based on conversations that are based on data.

*Understanding Goals*

Board members will understand:

- The board's important role in monitoring student achievement and experience
- The landscape of our student achievement goals as and where they are articulated  
NOCCS Charter 2010-2015 Measurable pupil outcomes and other sections and 2014-2015 school performance report and charter renewal process  
NOCCS Local Control Accountability Plan (approved 6/2014)  
NOCCS Strategic Plan (2011-2015)
- Data sources historically and currently used and/or being developed/refined to measure our success relative to these goals
- The DRAFT plan for exploring this data as a board in 2014-2015.

What is the board's important role in monitoring student achievement and experience?

- Approve, monitor and ensure adherence to the student achievement/experience outcomes, goals, and educational program design stated in the school's charter.
- Approve, monitor and update student achievement/experience goals and strategies with the school's Local Control Accountability Plan.
- Approve, monitor, and update student achievement/experience goals and strategies within the school's strategic plan.

Carolyn discussed the landscape of the student achievement goals and where they are stored.

The document was sent to all board members for further reading. Carolyn provided links to each of the documents that were referenced in her presentation.

#### *NOCCS Key principles*

Measure growth by individual student

Multiple measures of student achievement (CST, progress reports, interim assessment data)

Academic Performance Index (API)

School Enrollment Demographics

#### *Key Questions:*

What are our trends over time?

How do we compare to other public schools/OUSD?

Are we serving our target population as described in our charter?

#### *Additional goals related to student experience:*

Retention of students from 5<sup>th</sup> to 6<sup>th</sup> grade

Retention of high quality teachers

Student safety as reported by survey data

Carolyn reviewed the primary goals written into the Strategic Plan and discussed the need for Quantitative measures that are not yet articulated because this document was written in the Pre-Common Core data era.

#### *Carolyn shared Data Sources for NOCCS:*

CST Data and Progress Report data.

Portfolio Defense System

Interim Assessment Data

Lottery Applicants information: address/zip code/zones school

#### *Carolyn proposed a process for the Board to review this data:*

October (meeting and retreat)

- Focus: historical data (charter term & beyond)
- API
- Demographic (enrollment and lottery)
- MPOs (includes CST, progress report, etc.)
- Comparisons to other schools

November

- Focus: School Performance Report DRAFT (selected data)

December

- Focus: School Performance Report FiNAL
- Demographics

January

- Focus: LCAP (Common Core Infrastructure Building Update)

February

- Survey Data

March

- Focus Progress Report data

May

- LCAP

June

- approve LCAP

August and September

- Focus: SBAC Baseline Data

Carolyn posed a number of questions to the Board and the board shared. Tracy suggested that it's helpful to have historical context when reviewing data and comparisons to other charter schools. Rachel asked if there can be a rhythm established for measuring data. Carolyn responded that it's more of an annual cycle. Iliana shared the idea of having student focus groups to add qualitative data to student experience. Ann suggested more visuals to show data. Steve asked about the need for data management. Carolyn responded that from a sustainability stand point this is important to consider.

**Development Update:**

David Bond asked that the Board vote on a corporate resolution certification, giving Carolyn and Rachel access and receipt/decision-making powers over our brokerage account

Steve Fox moved to authorize Carolyn and Rachel access to the brokerage account and decision making powers. Adam Howell seconded the motion.

9 in favor

2 abstentions

Tracy asked about the policy for second signatures to move funds in this account. Finance committee will research the policy and will come to the board with recommendations.

David reported on messaging and communications with the community. He advised embracing the diversity of NOCCS in relation to fundraising/giving to NOCCS. He suggested we Focus energy on fewer, bigger and better events so that people are not nickel and dimed. He discussed matching people with ways to participate and communicating early and often. David shared that he was shifting the fundraising goals to move closer to actual.

Board members discussed and asked questions

David reported the current status of the Capital Campaign:

Over \$1 million raised and the start-up debt is paid off

Goal 1: Green infrastructure improvements \$100k

Goal 2: Technology professional development curriculum , documentation \$150k

Goal 3: Planning for disseminating the NOCCS Model \$100k

The board discussed and asked questions

**Employee Handbook:** Carolyn shared an overview of the handbook revision process with the board.  
After thorough discussion

Tracy moves to approve the handbook with a subcommittee that will make small editorial changes and clarifications. Any policy changes must be approved by the board. This needs legal review and will be released to the staff with said editorial changes no later than September 30, 2014.

Rachel Venning seconded

Tracy and Iliana volunteered to form this committee

10 approved

1 abstention

**EdTech Presentation:** EdTech will present to the board at the October meeting

**Board members meet with committees to schedule meeting times:** Carolyn shared some small changes that were made to committee formation of the larger committees.

**Meeting Adjourned:** 8:14 pm