

CIVICORPS SCHOOLS

**BOARD OF DIRECTORS MEETING
101 Myrtle Street**

**Thursday, April 21, 2010
5:00 – 7:00 PM**

MEETING MINUTES

<u>Board Members Present:</u>	<u>Board Members Absent:</u>	<u>Staff Present:</u>	<u>Guests Present:</u>
Craig Bloom Stephen Davenport Rita Isaacs Thomas Mead Yolanda Peeks Eric Premack (By phone) Anne Scheer Robbie Yohai	None	Joanna Lennon, CEO Brian Hickey Joycelyn Bishop Adam Cope Tessa Christenson Bruce Groulx Rebecca Grove	Ken Breniman LaTisha Bourelly Jonas LaMattery- Brownell Dion Nelson Sylvia Madison 7 additional members of the public

I. Welcome/Meeting Overview

There being a quorum, Tom Mead, Board President, called the meeting to order at 5:07 p.m.

Tom welcomed the members of the public.

II. Approval of Minutes: On motion duly made and seconded, the minutes of the Board’s March 18, 2010 meeting were approved.

III. Report on Closed Session from March 18, 2020: Joanna Lennon

No actions resulted from the closed session items regarding personnel matters and real estate negotiations.

IV. Open Public Forum: Tom Mead

Sylvia Madison, former Civicorps corpsmember, gained many new skills while working at Civicorps. Sylvia voiced concerns about the way she exited the program. While she did graduate, she felt that she still needed the program’s support after graduation.

Karuna Schweig, former Civicorps supervisor, expressed concerns about the lack of community between the Civicorps education and field side. There should be more support and less competition between the two sides.

Jonas LaMattery-Brownell, former Civicorps Field Supervisor, had concerns about the reasons for his termination. He explained that he was terminated shortly after reporting that he had upcoming Jury duty. He also has concerns about whether the 8% across the board pay cut was actually taken by all. Did the Executive Director take a smaller pay cut? He submitted a letter to the Board that he had also copied to David Montes of the Charter Schools office at Oakland Unified School District (OUSD).

Leticia Bourelly, Civicorps Elementary School parent, had questions about the definition that the Board uses for a parent, teacher or student representative. She requested a clarification. Do they have equal voting rights?

Tom Mead acknowledged and thanked the public for their comments.

IV. Parent Teacher Corps (PTC) Bylaws: Dion Nelson, K-5 Parent

Mr. Nelson presented a general overview of what the PTC bylaws represent and how they will be organized and regulated.

Discussion:

Steve Davenport felt that there should not be dues. This may be a hardship for some.

Yolanda Peeks referred all to the email sent to the PTC members dated April 14, 2010. She restated the lists compiled in the Board comments summary and the Board program committee recommendations.

Rita Isaacs felt that the, "suggested standing committee" in Article 10 should be attached separately because they change so frequently. She believes that one representative from each program, K-5 and Academy, is sufficient.

LeTishia Bourelly wanted a clarification on how the parent representation would work.

Rita explained that in her opinion this representative should be a full voting Board member.

Dion Nelson suggested that a teacher be represented as well.

Robbie had concerns about having a teacher / employee as a member of the Board. This seems like a conflict of interest.

More discussion ensued.

Tom noted that the Board was not in a position tonight to vote on approval of the PTC Bylaws because the topic requires further discussion.

Yolanda wanted to know what more information we would need in order to make a decision.

Tom noted the need for a final revised document. Yolanda suggested that she, Eric and Steve work on a proposal that will address the many questions that were raised in the meeting.

V. Chief Executive Officer's Report

Joanna Lennon reported the following:

Bill Zenoni is working for us one day a week to work with Brian and staff on the budget and the budget assumptions.

We are spending more time focused on contract negotiations to bring more funds into the program. We are currently renegotiating the EBMUD contract for an increased amount.

Civicorps will be getting full Bottle Bill funding for this year. The Department of Conservation (DOC) will make it retroactive to January 1, 2010, and we have asked them to extend it to June 30, 2011. It also looks like Civicorps will receive at least \$1.5 million in July for the next fiscal year.

We are fighting to keep the Caltrans contract by working with the staffs of Congressman George Miller, Senator Loni Hancock and Congresswoman Barbara Lee's offices. The contract is still uncertain.

Adam Cope stated that we are working on a promising proposal with the City of Berkeley. It is for three years with two one year extensions.

There is a new partnership with AC Hire that pays 80% of the corpsmember's salaries. This goes through September 30, but may extend past that date. We are putting in work orders to staff recycling, bring in an HR Manager and three people for operations.

Rebecca Grove explained that we received our portion of the Green Jobs Corps funding which amounts to \$57,000. The City of Oakland will pay half of the wages for an individual for three months.

We are going to be advertising for the positions of Instructional Lead for the Academy, the K-5 Principal position and supervisors.

We just got a new contract with the Port of Oakland. The contract is for the same amount, but they have extended it so that they can round up to \$200,000.

Yolanda wanted to know if the AC Hires money would be available to hire a music teacher at the K-5 at 20%. The answer is, that if the monies continue past September 30, 2010 the money can be used for anything related to Civicorps if people meet the qualifications of being below the 200% of poverty level and have a child.

VI. Finance Report: Brian Hickey

There will be a cash deferral by the Department of Education for ADA payments to charter schools. We are submitting a waiver request letter to OUSD tomorrow. OUSD has requested a cash flow projection assuming that the deferrals were in effect.

Eric Premack explained that we are submitting a scenario that is credible based on current information, but knowing that it is one possible scenario among many. Whether the state will waive these referrals is questionable.

OUSD has requested that the Board adopt the resolution certifying the fiscal year 2009-10 cash flow projections for Civicorps Elementary School, Civicorps Middle School and Civicorps Academy.

On motion duly made and seconded, the Board approved the motion adopting the resolution certifying the fiscal year 2009-10 cash flow projections for Civicorps Elementary School, Civicorps Middle School and Civicorps Academy.

Brian presented and walked through the Budget Schedule for FY 2010-11. He explained that Budget Data schedules for each department were distributed to the department heads and

meetings were in progress. On April 30, 2010, Finance will meet with Joanna to review the preliminary budget information.

A Finance Committee meeting has been scheduled for May 7 in addition to the May 14 meeting. The May 19, 2010 Board meeting will be moved from 5:00 p.m. to 4:30 p.m. to accommodate a budget work session.

Brian presented the list of FY 2010-11 Key Budget Assumptions. The Board had no questions on the assumptions presented.

Robbie has some concerns that the Bank of America line of credit is not being given the attention that it needs. Brian explained that it is definitely included in the budget assumptions.

VII. Programs Reports: Yolanda Peeks, Tessa Christenson, Adam Cope Elementary School – Yolanda Peeks

Yolanda walked through and summarized the Program Goals, Strategies and Outcomes report. Goals stated as goals one through seven are the same. She explained that the Measurable Pupil Outcomes (MPO) come from OUSD's Charter Schools Office. The Charter Schools Office wants to see our progress towards the MPOs. We are in the process of calculating our progress and should this soon. We are in the process of calculating how close we are to reaching 75% parent participation, which is a major MPO.

Academy – Tessa Christenson

Based on feedback from David Montes and Kate Mahar, the Academy rewrote the MPOs for our charter. They are much more specific and less vague. Tessa walked through and clarified the Program Goals for the Academy. The MPO for our charter does include maintaining an ADA of 70%. We have maintained enrollment throughout the first three quarters with an average ADA of 79.2% throughout the school year.

Eric expressed his concerns about setting goals that have unrealistic expectations.

Tessa's only concern is with Goal four; that 95% of our graduates will enroll in post-secondary education.

The question is how firm the Charter Schools Office is on the 95% goal?

Tessa explained that these are our goals and are set by us. She does not believe that this will be a problem. She suggested that Goal 4 change as follows:

- a) 3 - months 75%
- b) 6 - months 60%.

Eric requested an amendment accepting the changes to Goal four suggested by Tessa.

The Board needs to adopt the resolution approving the newly amended Civicorps Academy Charter presented at this meeting.

On motion duly made and seconded, the Board approved the motion adopting the resolution approving the amended Civicorps Academy Charter.

Due to time constraint, there was a request and agreement that the additional program reports from Adam Cope in Operations and Bruce Groulx in Recycling be postponed until the next Board meeting on May 19, 2010.

VIII. Development Report: Rebecca Grove

We did receive our after school funding of \$112,500 for the Elementary School from the California Department of Education. The Chevron proposal is still pending. We were denied the grant from the East Bay Community Foundation for the Economic Development Program.

We are working on a proposal through Prop 84 directed to a project called the Urban Greening Project. It would involve us installing the landscape plan that we have at the Elementary School and using a crew to do the installation. We will be submitting the proposal on April 30.

We will be receiving one AmeriCorps Vista volunteer to assist with corpsmember tracking and job placement. We have a proposal pending at Taproot for assisting in HR and Performance Evaluation Services.

We helped support the third grade class in their field trip to Raleigh, NC for the Student Nonviolent Coordinating Committee (SNCC) Anniversary. The trip was a success.

The results from the Spring Fundraiser were not successful. The numbers are still being tallied.

IX. Schedule Next Meeting

The next Board meeting is scheduled for 4:30 p.m. on Wednesday, May 19, 2010 at 101 Myrtle Street.

There being no further business, the meeting adjourned at 7:15 PM.

Comments from the membership are welcome and should be forwarded to the Secretary at drbloom@berkeleyoralsurgery.net

Craig Bloom

Approved:

Tom Mead, President

Date