



## Alameda Community Learning Center ACLCLC Governing Board Meeting Agenda

**Tuesday - October 18th, 2016 - 6:30 PM**

This meeting will be held at ACLCLC: 1900 Third St. Alameda, CA 94501

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**1. Public Session (ACLCLC)**

6:30 PM

**a. Call to Order & Attendance**

Meeting is called to order at 6:32pm.

<u>Board Members</u>	Present	Absent	
David Hoopes, ACLCLC Lead Facilitator	<u>  x  </u>	<u>      </u>	
Lynn Kameny, ACLCLC Facilitator	<u>  x  </u>	<u>      </u>	
Danny Bradac, ACLCLC Facilitator	<u>  x  </u>	<u>      </u>	
Kim Skuta, ACLCLC Parent Member	<u>  x  </u>	<u>      </u>	
Wendy Zhou, ACLCLC Learner	<u>  x  </u>	<u>      </u>	
Drake Hayes, ACLCLC Learner	<u>  x  </u>	<u>      </u>	
Jim Kaufman, Community Member	<u>  x  </u>	<u>      </u>	6:36pm

**b. Review and Approval of Agenda**

Motion: Approve October Agenda (Lynn) with revision that Discussion item E will be jointly presented by a learner and Lynn;  
Seconded (Kim)

	Yes	No
David Hoopes, ACLCLC Lead Facilitator	<u>  x  </u>	<u>      </u>
Lynn Kameny, ACLCLC Facilitator	<u>  x  </u>	<u>      </u>
Danny Bradac, ACLCLC Facilitator	<u>  x  </u>	<u>      </u>
Kim Skuta, ACLCLC Parent Member	<u>  x  </u>	<u>      </u>
Wendy Zhou, ACLCLC Learner	<u>  x  </u>	<u>      </u>
Drake Hayes, ACLCLC Learner	<u>  x  </u>	<u>      </u>
Jim Kaufman, Community Member	<u>      </u>	<u>  x  </u>

**2. Presentations from the floor**

6:35 PM

PRESENTATIONS FROM THE FLOOR - At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board of Directors.

None

PRESENTATION ON AGENDA ITEMS – Any person wishing to speak to any item on the agenda will be granted three minutes to make a presentation just prior to the discussion of the agenda item.

**3. ACLCLC Lead Facilitator's Report**

6:45 PM

Refer to public documents on ACLCLC Board webpage.

**4. Executive Director's Report**

6:55 PM

Refer to public documents on ACLCLC Board webpage.

**5. Committee and Leadership reports and updates**

7:05 PM

**a. Leadership update**

Shared proposals recently reviewed; last CCC was super fun with water bottle flipping; tomorrow's CCC will be newspaper fashion show. Recently discussed a month trial of food in the center, as well as ramps in room 23. Both proposals will be discussed during staff meeting this week.

b. Financial Committee

Budget remains lean. In the next few months we expect to get the college block grant, for a total of 75k. Discussed dance committee funding, and agreed to not make changes to that line until David could be brought into the loop. Sheds were billed to this month's budget, leaving an overage in that line item. CLCS service fee will be brought to the CLCS Board this month.

c. Curriculum Committee

Adriana Lombard reports that meetings will be held on the third Monday of the month, except for next month. Room 21. During the first meeting goals were developed, and the group selected two about which to gather more data. These are the math policy and independent PE policy. A list of questions has been generated. Also discussed concerns about learners having necessary skills (e.g., Google docs) and on-line books (e.g., how is that going for learners?). They are also going to examine homework volume – entering into data gathering phase at this time.

d. Program Evaluation Committee

Madeleine Palmer is the head of this committee. They have not met yet. The group will meet in November and a report will be brought to the board.

e. Personnel Committee

This group meets for the first time next week. An update will be brought to this group next month. Holding on hiring a new campus supervisor based on the leanness of the budget. Plan on hiring a Fundamentals of Spanish staff person for second semester.

6. Consent Agenda

7:35 PM

a. Approval of check register for September 2016

Motion: Approve September check register (David); Seconded (Lynn)

	Yes	No	
David Hoopes, ACLC Lead Facilitator	<u>  x  </u>	<u>      </u>	
Lynn Kameny, ACLC Facilitator	<u>  x  </u>	<u>      </u>	
Danny Bradac, ACLC Facilitator	<u>  x  </u>	<u>      </u>	
Kim Skuta, ACLC Parent Member	<u>  x  </u>	<u>      </u>	
Wendy Zhou, ACLC Learner	<u>  x  </u>	<u>      </u>	
Drake Hayes, ACLC Learner	<u>  x  </u>	<u>      </u>	
Jim Kaufman, Community Member	<u>      </u>	<u>      </u>	abstain

b. Approval of September 2016 Board Meeting minutes

Motion: Approve September Board meeting minutes (David); Seconded (Drake)

	Yes	No
David Hoopes, ACLC Lead Facilitator	<u>  x  </u>	<u>      </u>
Lynn Kameny, ACLC Facilitator	<u>  x  </u>	<u>      </u>
Danny Bradac, ACLC Facilitator	<u>  x  </u>	<u>      </u>
Kim Skuta, ACLC Parent Member	<u>  x  </u>	<u>      </u>
Wendy Zhou, ACLC Learner	<u>  x  </u>	<u>      </u>
Drake Hayes, ACLC Learner	<u>  x  </u>	<u>      </u>
Jim Kaufman, Community Member	<u>  x  </u>	<u>      </u>

7. Discussion Items

7:40 PM

a. Interested Board members invitation to speak (10 Min)

We met Laura Hinton last month. She is unable to attend tonight, though her interest continues. Anthony Steuer (Tony) explained why he's interested in ACLC board membership as a new parent. History of board experience, appreciates the opportunity to get to know the community better, while also serving the school. Skills he would bring include development, experience in teaching art to elementary students, and involvement in fundraising logistics events. He could serve as a liaison between CCEF and the board, along with Danny Bradac. Discussed time commitment for involvement in both groups. Tony is able and willing to do the work.

b. Policy regarding school's paying for SAT and college application fees for learners (20 min)

There have been no new discussions since last spring. David hasn't met with our college counselor about this item yet. Language will have to be included where the policy is revisited annually, based on the budget. Reviewed financial thresholds for free and reduced qualifying, if that is a criterion to consider for the policy. Fee waivers are available for FRM qualifying families. Problems wishing to target: families who don't qualify for FRM but can't afford college application; families who won't pay for applications though they can afford to do so. Equity is a substantial concern. The concern was expressed about the school paying for applications when the parents object – school would be stepping into a parental role. Will be continued next month.

c. Hannah Camp (5 min)

Everyone is welcome to join us at Hannah Camp. The learners leave on Wednesday and return Friday. If anyone has camping items to loan, particularly kitchen camping items, that would be wonderful. Also arts and crafts supply donations are appreciated. We have enough drivers at this point.

d. Healthy Lunch and Student Store/fundraising challenges as they relate to CDE Competitive Food Sales and Federal Nutrition Standards. (15 Min)

AUSD has expressed concerns about Healthy Lunch and senior store, deriving from our contract with the district for food services. They reflect state and federal requirements that prohibit collection of funds for food that does not comply with nutrition standards and requirements. Healthy Lunch does not comply with FDA requirements (e.g., we are having learners pay for lunch; food is being prepared at home so ingredients and preparation aren't following what's in regulations). Our MOU with AUSD also has these regulations included. Healthy Lunch will have to evolve as a result. PAC has been informed, and while they are sad and frustrated, but the discussions are underway to identify ways to continue HL. CCEF needs to be engaged because of funding – can't take money for food. Things like pasta feeds will have to stop being fundraisers. If we give food away, it's no problem. When it comes to the senior store, one club can sell compliant food/day. All food has to be checked with on-line nutritional counter, and all items have to be cleared prior to being sold. The senior store will have to be healthier. Any other food sale fundraisers have to comply with nutritional requirements. May be worth looking at a healthy food vending machine. Can hold four food fairs/year – likely our HL will occur on those days.

e. Mock Election reflection and learner presentations (15 min)

Lynn: Early this year, facilitators discussed upcoming elections, and using these as the basis for a project. Learners researched specific propositions, and present them to their peers – high schoolers present to middle school learners. Presentations included what the proposition includes in understandable language, pros and cons, and what groups support/don't support the measure. Participants were asked to identify if they supported the proposition, or not. Reviewed Prop 64 (legalization of marijuana measure) presentation,

f. Presentation regarding enrollment and ACLC 2017-18 Plan (20 Min)

The enrollment window is now open for 17-18. We plan send one mailer only due to the budget. If anyone has any suggestions for outreach, please share these with David. Our families are our ambassadors and our best marketing tool. We may also be advertising in the Patch, as well as a print vehicle. We need positive articles about things going on within our school. These will go out as press releases. Suggestions: Speakeasy writers might be able to help with article writing; a day in the life of a student video that can be posted on the website and/or used for information sessions; use our Facebook page frequently; Kelly is working on advertising and articles; which media source is used most for information/news? Peeps, Patch. Other suggestions: door hangers, attending Alameda events.

g. WASC visit overview (10 Min)

The visiting schedule is not gathered thus far. It will be emailed to the community, including the board once finalized. There will be a meeting with the board, as well as a welcome reception on Sunday. It would be great if board member could attend. More to follow.

h. Upcoming events – review school and leadership calendars (standing item - 5 min)

Hannah Camp is this week, Couch Night is next week, volleyball is taking place, Healthy Lunch on hold for this month. Next month we are closed for Veterans Day. Con Con moved to the 18<sup>th</sup> so it won't conflict with the WASC site visit. Leadership still needs to discuss this date and create the plan. Pumpkin carving is upcoming.

i. Future items for discussion or action (standing item – 5 min)

SAT funding policy; enrollment (Kelly); food nutrition and fundraising; WASC; scheduling and how this occurs (David) including competing factors.

8. Action Item

9:30 PM

a. Vote to approve Parent board member candidate Anthony Steuer

Motion: Approve Anthony Steuer as a parent board member (Kim); Seconded (Lynn)

	Yes	No
David Hoopes, ACLC Lead Facilitator	<u>  x  </u>	<u>      </u>
Lynn Kameny, ACLC Facilitator	<u>  x  </u>	<u>      </u>
Danny Bradac, ACLC Facilitator	<u>  x  </u>	<u>      </u>
Kim Skuta, ACLC Parent Member	<u>  x  </u>	<u>      </u>
Wendy Zhou, ACLC Learner	<u>  x  </u>	<u>      </u>
Drake Hayes, ACLC Learner	<u>  x  </u>	<u>      </u>
Jim Kaufman, Community Member	<u>  x  </u>	<u>      </u>

b. Vote to approve community board member candidate Laura Hinton

Motion: Approve Laura Hinton as parent board member (Kim); Seconded (David)

	Yes	No
David Hoopes, ACLC Lead Facilitator	<u>  x  </u>	<u>      </u>
Lynn Kameny, ACLC Facilitator	<u>  x  </u>	<u>      </u>
Danny Bradac, ACLC Facilitator	<u>  x  </u>	<u>      </u>
Kim Skuta, ACLC Parent Member	<u>  x  </u>	<u>      </u>
Wendy Zhou, ACLC Learner	<u>  x  </u>	<u>      </u>
Drake Hayes, ACLC Learner	<u>  x  </u>	<u>      </u>
Jim Kaufman, Community Member	<u>  x  </u>	<u>      </u>

**9. Adjournment**

Adjourned at 9:02pm

9:40 PM

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Board of Directors' presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that consistent with the requirements of the *Bagley Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Board of Directors may request assistance by contacting Community Learning Center School, Inc., 1900 Third Street, Alameda, CA 94501, phone [510-995-4300](tel:510-995-4300), fax [510-995-4307](tel:510-995-4307).

FOR MORE INFORMATION

For more information concerning this agenda or for materials pertaining to the board meeting, please contact Community Learning Center Schools, Inc., 1900 Third Street, Alameda, CA 94501, phone (510) 263-9957, during school hours