



**Community Learning Center Schools, Inc. (CLCS)**  
**California Public Charter Schools**  
1900 Third Street, Alameda, CA 94501  
(510) 263-9266 (510) 995-8910 FAX

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## **Community Learning Center Schools**

**Board Meeting: August 21, 2014**

### **Executive Director Report –Patti Wilczek**

1. The Move: At the time of this writing, the current status of our new campus is as follows:

- Both schools' phone systems are on-site and working, and our installer is placing recently purchased, gently used hand sets in every classroom and office. I have received assurances that everyone will have an operating phone by the first day of school.
- Xerox machines are not yet operational, but we are hopeful they will be by mid-week. By the end of the school year, one of the Nea machines was worn out and beyond repair, and thus needs replacing. Theresa is negotiating a replacement, which, based upon pricing, may include an upgrade of all three machines.
- IT will be an ongoing project for a while. As you will see in the agenda, we need to install an additional 16 wireless access points (WAPs) in order to provide coverage for our full campus. The picture was made a bit more difficult by the thick classroom walls on the main building, thus creating the need to install more WAPs.
- We are currently working closely with the District regarding three larger projects: (a) installing a wall in Room 23 to create an extra classroom for ACLC; (b) creating additional office space for Nea in the MP Room/Tree, which involves building three walls; (c) installing lockers for ACLC learners. I am most pleased with the developing relationship with the District in general, and MOF in particular. District staff was wonderfully receptive and attentive throughout a very challenging summer for all of us, and I am grateful to them for all of the excellent work completed on our behalf.
- The CLCS staff has settled in to our new office. If it hadn't been for the Boys and Girls Club's willingness to allow us to move in as early as we did, our entire organization would have been in transition, without functional offices throughout the summer. Thanks to their kind generosity (and our amazing IT consultants and phone installer), we had phone and wireless service the day after we vacated the old portable and, therefore, were able to meet the full range of requests and inquiries received throughout June and July.

## 2. Hiring and Staffing:

All Nea staff and facilitators are in place, and ACLC is conducting a nation-wide search for their final new hire. Unfortunately, earlier this week, a new ACLC facilitator contacted David to decline the position due to an emergency medical situation. Given circumstances and very tight deadline to complete the replacement hire, I reached out the two independent school search firms (i.e., Cal West Educators, Carney Sandoe). Carney Sandoe reports having approximately 15 appropriate candidates. They are sending along dossiers for David and his team to review.

We have an amazing group of new facilitators and staff at both Nea and ACLC. They will compliment our already exceptional programs beautifully. We all look forward to supporting their acculturation, as well as fostering the professional development of every woman and man in our schools.

In our search for Nea's permanent Lead Facilitator, I am currently holding four applications for 2015-16. The search process will start ramping up in late October, when a revised job description will be published via EdJoin and several other local and national on-line bulletin boards. Research into organizations representing diverse populations of educational leaders is proving fruitful, and these resources will be utilized, as well, as a means of communicating about the opportunity within Nea. The possibility of retaining an independent search consultant will be considered in January/February, based upon the depth of candidate pool on hand at that time.

3. We are making good progress on ACLC's charter renewal application. Based upon progress throughout the summer, David and I agreed to postpone application submission by two weeks, to October 28, thus giving us a bit more time for final drafts. (AUSD has approved this changed timeline.) The application documents will go before the ACLC and CLCS Boards in September for discussion, and in October for approval.

4. The work of preparing for Nea's first WASC site visit is also coming along beautifully. Several parents, facilitators, and administration worked throughout the summer writing, researching, and deliberating in order to complete this critically important first self-study. The final document will go before the Nea and CLCS Boards in September for approval.

5. Site remediation: I am pleased to report that we have reached an informal agreement with AUSD regarding the costs of remediating our three vacated sites. In June, the estimate received by District staff totaled \$200,000., \$152,600 of which was disputed by us because these were costs associated with painting. Robert Clark, the



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AUSD Chief Business Officer, and I were able to negotiate a settlement, acknowledging the need for shared responsibility and compromise in order to attain a reasonable and fair agreement. Pending CLCS Board's approval this month, we agreed, therefore, to a payout of \$76,300.

6. Cross Alameda Bike & Pedestrian Trail: I have had the opportunity to review plans for the trail that will convert the land adjacent to our campus, and paralleling the Parkway, into a bike and pedestrian trail running from Webster to Main. Concerns quickly arose due to inadequate ingress and egress for emergency vehicles for our school and BGC, as well as the absence of incorporated space for safe drop-off and pick-up. Jeff Miller (BGC Director), Ken Carvalho and I met with the Assistant City Manager, appealing for the need to enter into a joint collaborative process that will meet the critical needs of both CLCS and BGC. These meetings will be ongoing in the coming months, and will also involve senior administrative staff from AUSD.

7. Sharing resources: We are already discovering ways of sharing resources between our schools, to the benefit of each. Examples include:

- Sharing the School Psychologist.
- Tinkering and History facilitators teaching both Nea and ACLC's learners.
- Savings associated with purchasing in larger quantities (e.g., bike racks).
- Savings associated with hiring contractors, completing jobs for both schools in a single trip.