



Community Learning Center Schools, Inc.

a Non-profit Public Benefit Corporation Operating

Nea Community Learning Center & Alameda Community Learning Center

Board of Directors' Meeting Agenda

March 21, 2013 - 6:00 PM

This meeting will be held at Nea, 500 Pacific Ave., Alameda, CA 94501

1. Public Session 6:00 PM

a. Call to Order & Attendance

Meeting is called to order by the Board President at _____

<u>Board Members</u>	Present	Absent
Joan Uhler (President)	<u> X </u>	<u> </u>
Jennifer Rice (Treasurer)	<u> </u>	<u> X </u>
Jim Nations (Secretary)	<u> </u>	<u> X </u>
Paul Bentz (Executive Director)	<u> X </u>	<u> </u>
Maafi Gueye (Nea Lead Facilitator)	<u> X </u>	<u> </u>
David Hoopes (ACLCLC Lead Facilitator)	<u> X </u>	<u> </u>
Nhi Chau (Community Member)	<u> </u>	<u> X </u>
Robert Cassard (Community Member)	<u> </u>	<u> X </u>
David Teeters (Community Member)	<u> X </u>	<u> </u>
Nzingha Dugas (Community Member)	<u> x </u>	<u> </u>
Hameed Abassi (Community Member)	<u> X </u>	<u> </u>
Carlton Grizzle (ACLCLC Representative)	<u> X </u>	<u> </u>
Soren Tjernell (Nea Representative)	<u> </u>	<u> X </u>
Hugh Morgan (Community Member)	<u> X </u>	<u> </u>
Lowry Fenton (Community Member)	<u> X </u>	<u> </u>
Camila Guiza-Chavez (Community Member)	<u> </u>	<u> X </u>
Sam Felsing (Community Member)	<u> X </u>	<u> </u>

2. Presentations from the floor 6:35 PM

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

Adjourn to Closed Session

A. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title:

- a. CLCS Executive Director Performance Review
- b. Nea Lead Facilitator Performance Review

B. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: ACLC and Nea Prop 39 Offers at Wood School, Longfellow, and Chipman

Return to Public Session and announce any closed session decisions.

No decisions were made in closed session.

3. **Public Session**

7:00 PM

b. **Call to Order & Attendance**

Meeting is called to order by the Board President at 7:00

<u>Board Members</u>	Present	Absent
Joan Uhler (President)	<u> X </u>	<u> </u>
Jennifer Rice (Treasurer)	<u> </u>	<u> X </u>
Jim Nations (Secretary)	<u> </u>	<u> X </u>
Paul Bentz (Executive Director)	<u> X </u>	<u> </u>
Maafi Gueye (Nea Lead Facilitator)	<u> X </u>	<u> </u>
David Hoopes (ACLC Lead Facilitator)	<u> X </u>	<u> </u>
Nhi Chau (Community Member)	<u> </u>	<u> X </u>
Robert Cassard (Community Member)	<u> </u>	<u> X </u>
David Teeters (Community Member)	<u> X </u>	<u> </u>
Nzingha Dugas (Community Member)	<u> x </u>	<u> </u>
Hameed Abassi (Community Member)	<u> X </u>	<u> </u>
Carlton Grizzle (ACLC Representative)	<u> X </u>	<u> </u>
Soren Tjernell (Nea Representative)	<u> </u>	<u> X </u>
Hugh Morgan (Community Member)	<u> X </u>	<u> </u>
Lowry Fenton (Community Member)	<u> X </u>	<u> </u>
Camila Guiza-Chavez (Community Member)	<u> </u>	<u> X </u>
Sam Felsing (Community Member)	<u> X </u>	<u> </u>

a. **Review and Approval of Agenda**

Motion: David Teeters
Second: Hugh Morgan
Vote: All ayes

4. **Presentations from the floor**

7:02 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.

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

Joan Uhler - Thanked everyone for community involvement; CLCS Board was asked at last mtg to review termination of facilitator. Not role of CLCS Board to be involved in day-to-day procedures of school. Board is not aware of any violations of rules or laws so will take no action.

Stephanie Rodriguez - Nea PTSA president - highlighted what PTSA does for Nea and recent and upcoming events.

Jenny Tran - ACLC Learner. Learned that Learner Bill of Rights is in ACLC Planner but not in Nea Planner. Spoke with Nea learners and they would like to appeal to Nea Board to get Bill of Rights.

Pete Selona - Nea Facilitator - Would like to have had more communication re: agenda item 8b. Shared that book *Ethics of Excellence*, and Nea mission statement could both inform process for facilitator evaluation.

5. **Nea Lead Facilitator Report - Maafi Gueye** 7:13 PM
See Nea Lead Facilitator Report
6. **ACLCL Lead Facilitator Report - David Hoopes** 7:21 PM
See ACLCL Lead Facilitator Report
7. **Executive Director's Report - Paul Bentz** 7:32 PM
See Executive Director Report
8. **Consent Agenda** 7:47 PM
a. Approval of February 21, 2013 Meeting Minutes
b. Approval of new terms for Citibank Line of Credit (see Board Brief)
- Motion: Lowry Fenton
Second: Hugh Morgan
Vote: All ayes
9. **Action Items** 7:45 PM
- Paul reviewed template.
- a. ACLCL Lead Facilitator Spring Performance Stipend Goals
- Motion: Hugh Morgan
Second: Sam Felsing
Vote: Carlton, David and Maafi abstain - all other present ayes
- b. Nea Lead Facilitator Spring Performance Stipend Goals
- Motion: Hugh Morgan
Second: Sam Felsing
Vote: Carlton, David and Maafi abstain - all other present ayes
- c. Nea Lower Village Assistant Lead Facilitator Spring Performance Stipend Goals
- Motion: Hugh Morgan
Second: Sam Felsing
Vote: Carlton, David and Maafi abstain - all other present ayes
- d. Appointment of ED Evaluation Team
- Hameed looking for someone to be on evaluation team. Sam will be on Eval Team.
8. **Discussion and Reports** 7:53 PM
- a. Financial Presentations
- i. ACLCL Financial Update - EdTec
See EdTec presentation and financial report
- ii. Nea Financial Update - EdTec
See EdTec presentation and financial report
- b. Proposed changes to Facilitator Evaluation, Employee Handbook, Staff Calendar, Facilitator 8:00 PM

Job Description, Salary Freeze until Jan 2014, and Future Salary and Performance Pay Structure

Paul presented this item as an informational item to Board - purpose is to improve student learning. Paul outlined process for the items of the discussion topic: would like to form group of people to discuss in detail these items, including board members and facilitators. Would bring more concrete plan to accompany an agenda item in the next month or two.

See Board Brief Document. Paul reviewed Board Brief document. David/Maafi discussed Facilitator possible evaluation criteria/tools

Carlton/Lina - shared experience of learning about the discussion topic - more communication from both sides would be good. Board discussion.

Carlton, Financial committee will participate in discussion session after spring break (likely May agenda item) -

Paul to send out background info, process and invitation for participation.

c. Task Group Reports

8:28 PM

- i. Finance - Lowry reported out- big task forward is looking at implications of moving
- ii. ED Selection - Joan reported out- Scion in final stages of finishing up list of final applicants - 10 applicants. Nhi asked selection committee to start scheduling some time to do tours with candidates and to do interviews - possibly week after spring break.
- iii. Facilities - No other update
- iv. Communications/Public Relations - David Teeters reported out
- v. Strategic Planning - Lowry reported out- looking at market niche, surveyed newly entered families (next board mtg will have focus group of seniors - pros/cons/impact of growing in size)
- vi. Governance/Oversight - Hameed - nothing to report
- vii. Board Recruitment and Development (Will have presentation) - Joan report out on behalf of Nzingha. Will have report next meeting.
- viii. Fund Development - nothing to report
- ix. Executive - nothing to report

Foci for upcoming months - ED selection, Item 8b from agenda, board recruitment

Adjournment

8:40 PM

Next regular meeting is scheduled for April 18, 2013 at
Nea Lower Village, Poggi St. and Buena Vista Ave., Alameda, CA 94501