

Alameda Community Learning Center

**ACLC Governing Board Meeting Agenda MINUTES**

**Tuesday - December 13th, 2016 – 6:30 PM**

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

**­**

1. **Public Session (ACLC)** 6:30 PM
2. **Call to Order & Attendance**

Meeting is called to order at \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Members Present Absent

David Hoopes, ACLC Lead Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_

Lynn Kameny, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_

Danny Bradac, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_

Kim Skuta, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_

Anthony Steuer, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_Absent

Wendy Zhou, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_

Drake Hayes, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_

Jim Kaufman, Community Member \_\_\_\_\_\_ \_\_\_\_\_\_Absent

Laura Hinton, Community Member \_\_\_x\_\_\_ \_\_\_\_\_\_

1. **Review and Approval of Agenda**

Yes No

David Hoopes, ACLC Lead Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_

Lynn Kameny, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_

Danny Bradac, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_

Kim Skuta, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_

Anthony Steuer, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_Absent

Wendy Zhou, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_

Drake Hayes, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_

Jim Kaufman, Community Member \_\_\_\_\_\_ \_\_\_\_\_\_Absent

Laura Hinton, Community Member \_\_\_x\_\_\_ \_\_\_\_\_\_

1. **Presentations from the floor** 6:35 PM

* 1 Drake Hayes presented bylaw changes. He projected and requested these become items to discuss in January.

**Proposed Changes to the BYLAWS: 12/20/2016**

VI:

*“VI.*

*Charter School Principal Location*

1. *The charter school's principal location shall be at* ***210 Central Avenue #603, Alameda, California 94501****, or at such other place as the Board may select by resolution or amendment of the Bylaws.”*

Proposed change would be to change address to 1900 Third St, Alameda, California 9401

VI.

Charter School Principal Location

1. The charter school's principal location shall be at **1900 Third St, Alameda, California 94501,** or at such other place as the Board may select by resolution or amendment of the Bylaws.

VII:

*“VII.*

*Meetings of the Board*

*E. Notices: Notices of Board meetings shall be given to Board members as follows:*

*3. Regular meeting notices (agendas) will be posted 72 hours in advance.”*

Proposed change would be to add “and accompanying documents”

VII.

Meetings of the Board

E. Notices: Notices of Board meetings shall be given to Board members as follows:

3. Regular meeting notices (agendas) and accompanying documents will be posted 72 hours in advance.

X:

*“X. Duty to Maintain Board Confidences*

1. *Every Board Member has a duty to maintain the confidentiality of all Board actions, including discussions and votes taken in closed session, as provided in applicable California public meeting laws. Any Board Member violating this confidence may be removed from the Board (and shall be subject to penalties contained in law).”*

Proposed change would make closed session specific

X. Duty to Maintain Board Confidences **in** **Closed Session**

1. Every Board Member has a duty to maintain the confidentiality of all Board actions, including discussions and votes taken in closed session, as provided in applicable California public meeting laws. Any Board Member violating this confidence may be removed from the Board (and shall be subject to penalties contained in law).”

VII:

*“VII.*

*Meetings of the Board*

*F. Public Notice of and Participation in Board Meetings: The ACLC Governing Board will comply with the requirements of California’s public meeting laws with respect to public notice (and written agendas) of meetings and opportunities for public participation in such meetings. Any member of the ACLC extended community may request the placement of an item on the Board’s agenda by making such request in writing to the Lead Facilitator no less than six (6) days in advance of the meeting. Time will be provided on the agenda of each meeting for members of the public to address the Board on issues concerning the charter school. In addition to required notices, e-mail notice of Board meetings shall be provided to the ACLC community to the extent practicable.”*

Proposed change would be to add “meeting summaries written by Learner Representatives to the Learner Body”

VII.

Meetings of the Board

F. Public Notice of and Participation in Board Meetings: The ACLC Governing Board will comply with the requirements of California’s public meeting laws with respect to public notice (and written agendas) of meetings and opportunities for public participation in such meetings. Any member of the ACLC extended community may request the placement of an item on the Board’s agenda by making such request in writing to the Lead Facilitator no less than six (6) days in advance of the meeting. Time will be provided on the agenda of each meeting for members of the public to address the Board on issues concerning the charter school. In addition to required notices, e-mail notice of Board meetings **and meeting summaries written by the learner representatives to the Learner body** shall be provided to the ACLC community to the extent practicable.



1. **ACLC Lead Facilitator’s Report** 6:45 PM

Refer to report on the ACLC webpage.

1. **Executive Director’s Report** 6:55 PM

Refer to report on the ACLC webpage.

1. **Committee and Leadership reports and updates** 7:05 PM
   1. Leadership update
      1. Wendy and Drake presented the update. JC elections are coming. Interested folks should step up. Drake Rule Updated the Board on rule changes including eating in the center. Winter Warming Hut update was a Success. Finally, Wendy shared that Leadership is moving forward with an amendment on how to write rules and proposals
   2. Financial Committee
      1. Drake: Major items reviewed were ADA percentage weren’t as high as projected, so this item was lowered. Drake reviewed line items for which there were overages, and how these were covered by reallocating funds from other lines in the budget.
   3. Curriculum Committee
      1. No new news as they did not meet.
   4. Program Evaluation Committee
      1. David updated sharing that the survey is ready to send out after the committee gets final input from learners and PAC.
   5. Personnel Committee
      1. David updated that a new paraprofessional will be needed due to increased services for IEP learners.
2. **Consent Agenda** 7:35 PM
   1. Approval of check register for November 2016

Yes No

* + - * David Hoopes, ACLC Lead Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Lynn Kameny, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Danny Bradac, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Kim Skuta, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Anthony Steuer, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_Absent
      * Wendy Zhou, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Drake Hayes, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Jim Kaufman, Community Member \_\_\_\_\_\_ \_\_\_\_\_\_Absent
      * Laura Hinton, Community Member \_\_\_x\_\_\_ \_\_\_\_\_\_
  1. Approval of November 2016 Board Meeting minutes

Yes No

* + - * David Hoopes, ACLC Lead Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Lynn Kameny, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Danny Bradac, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Kim Skuta, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Anthony Steuer, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_Absent
      * Wendy Zhou, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Drake Hayes, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_
      * Jim Kaufman, Community Member \_\_\_\_\_\_ \_\_\_\_\_\_Absent
      * Laura Hinton, Community Member \_\_\_x\_\_\_ \_\_\_\_\_\_

1. **Discussion Items** 7**:**40 PM
2. Learners Returning from Inpatient Treatment/Hospitalization Policy
   1. David posted and shared the rational for the policy. The policy is current practice but currently not formal policy exists. No questions. This will be an action item next month.
3. Trial run of eating in the Center
   * + 1. Trial run on eating in the center. No official language or proposal exists.
       2. Drake represented learners and helped with the proposal. Drake shared that learners and should be trusted.
       3. David Hoopes represented the facilitators
          1. The Jake is used for Algebra, Drama, Social Justice, and Art. Allowing eating would increase the load on custodial staff that is often unfairly burdened in the situation.
          2. The Jake is unlike other classes in that there is no direct accountability.
       4. Wendy represented the learners- She is iffy. Wants to study the situation
       5. Lauren - Where can they eat? Courtyard and supervised classrooms.
       6. Lynn- I feel like its just confined to the center - I would feel comfortable with eating in other rooms.
       7. Danny - we need to gather data - lets do it for a month and track the data
       8. Drake – Leadership learners could clean it up daily. Who is going to track results? What are the terms of the trial? I will work on it for next month
4. SAT and College Application Funding Policy.
   * 1. David presented his change to the proposal. He tried to address various concerns regarding the initial proposal by limiting/capping to 10 learners. Refer to revised proposal posted.
     2. Drake brought up the possibility that we could have 11 kids in come year. We should be ready to adjust.
     3. Kim and others commented that they agreed with the solution
5. WASC: Review of VC’s report and findings
   * 1. David presented the full report
     2. Kim: When will hear the term? David responded: End of January
6. SPED Grading system/policy
   * 1. David presented the SELPA recommended grading practices for IEP learners. Refer to revised proposal posted.
     2. Danny requested this be shared with staff. David agreed
     3. Lynn asked if this was being voted on. David responded. No we are using this as a guiding document rather than a policy. These criteria are outlined in FAPE law.
7. Revised Recruitment, Selection and Hiring Policy
   1. David presented the document but realized he had posted the older form.
   2. Lynn recommended we come back to this next month.
8. College Readiness Grant draft proposal
   1. David presented that he incorporated Wendy’s request as well as Molly’s requests from last month.
   2. Explanation of the block grant was provided. David reviewed the expenditure plan and explained the decisions included therein.
9. Upcoming events – review school and leadership calendars (standing item - 5 min)
   * 1. LLC’s are just after break
     2. Middle school basketball season gets underway
     3. Christmas break
     4. End of the semester has a facilitator workday to complete grades.
10. Future items for discussion or action (standing item – 5 min) – All
    1. Hiring policies document
    2. Lunch in the Jake
    3. Four bylaw changes from Drake
    4. 2 action items
11. **Action Item** 9:20 PM
12. College Readiness Block Grant proposal

Yes No

* + - 1. David Hoopes, ACLC Lead Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_Motioned
      2. Lynn Kameny, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_second
      3. Danny Bradac, ACLC Facilitator \_\_\_x\_\_\_ \_\_\_\_\_\_
      4. Kim Skuta, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_
      5. Anthony Steuer, ACLC Parent Member \_\_\_x\_\_\_ \_\_\_\_\_\_Absent
      6. Wendy Zhou, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_
      7. Drake Hayes, ACLC Learner \_\_\_x\_\_\_ \_\_\_\_\_\_
      8. Jim Kaufman, Community Member \_\_\_\_\_\_ \_\_\_\_\_\_Absent
      9. Laura Hinton, Community Member \_\_\_x\_\_\_ \_\_\_\_\_\_

1. Revised Recruitment, Selection and Hiring Policy

Did not take up.

1. **Adjournment** 9:50 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, 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