



**Community Learning Center Schools, Inc. (CLCS)**  
**California Public Charter Schools**  
1900 Third Street, Alameda, CA 94501  
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**Community Learning Center Schools**  
**Board Meetings: August 25, 2016**  
**Executive Director Report – Patti Wilczek**

**Summary**

- Facilities update
- Summer legal summary
- Change in Food Services
- Lease agreement with Alameda Marina
- Changes in MOU with Alameda Boys and Girls Club for 2016-17
- Material revision to Nea’s Charter – Request submitted

**1. Facilities update**

Following the CLCS Board’s decision in June to discontinue negotiations with Red Hook Capital for a lease-to-purchase, the owner of the building on Harbor Bay Parkway approached us directly to determine our interest in seeing if mutually beneficial terms could be reached. Since that time, in collaboration with the owner, we have examined a full range of options for accessing this property. After reviewing the expenses associated with a long-term lease, a lease-to-purchase, and an outright purchase of the building, the CLCS Board met earlier this month and approved our moving forward with a purchase of the building. While there remain obstacles to a purchase to work through (e.g., lending), we are hopeful we can be successful in this endeavor.

In addition, we are pleased that the exterior painting of our full site was completed in late June. The summer was spent busily painting select classrooms, creating classrooms from previous office spaces, moving offices, and receiving and assembling large quantities of new classroom and facilitator furniture. Our campus was well put back together, and ready to receive our new and returning learners by opening day for each school.

**2. Summer Legal Summary**

During the months of June, July and August, consultation with our legal team related to matters falling into the following categories:

- Personnel/HR
- Special Education
- Facilities

- Litigation

### **3. Change in Food Services**

As you will recall from the many discussion we had last year at the level of all three Boards, we needed to change our lunch provider for 2016-17. We were successful in working out an arrangement with AUSD, and are pleased to offer their full range of offerings for breakfast, morning snack and lunchtime. In addition to their hot-lunch options, learners will be able to choose from a fresh salad bar daily, as well as a range of healthy snacks throughout the morning (e.g., yogurt, nuts, granola, fresh fruit).

### **4. Lease agreement with Alameda Marina**

With the addition of a new CLCS staff person late last school year, we were no longer able to exist in the leased space in the BGC used for this purpose. There was not sufficient room to add another workstation, so we either had to identify another office space or I would float between available desks across our site throughout each day/week.

A month-long search throughout Alameda and proximal portions of Oakland resulted in our identifying small offices in Alameda Marina. We were able to successfully negotiate a well-below-market rate for a month-to-month rental of an office that's just over 500 square feet. Four CLCS staff moved into this office on August 1, leaving two CLCS staff in the BGC office. Calvin Chai (IT and facilities) and Neku Pogue (Special Education Director) remain at the BGC, which is now also shared with admin staff from Nea and ACLC.

### **5. Change in MOU with Alameda Boys and Girls Club for 2016-17**

The BGC notified us in August that due to costs associated with the substantially higher volume facilities use resulting from Nea and ACLC traffic everyday, they would need to raise our lease rates for the year. Rather than \$1250/month, they raised our monthly lease rate to \$1750. We have been notified that they plan to raise our rent substantially for 2017-18, moving closer to market rates for the space we occupy. We may well have to re-examine the feasibility of utilizing their facility in the coming years, based upon what can be negotiated.

### **6. Material revision to Nea's Charter – request submitted**

Based upon input from our attorney and CCSA, we submitted a material revision to Nea's charter earlier this month. The revision reflects that we may be operating Nea from two separate sites, depending on our success in securing the Harbor Bay Parkway site. The document reflects that if unsuccessful, we may opt to move forward with



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portable installation while we continue to search for appropriate space for that portion of our program.