



Community Learning Center Schools, Inc. (CLCS)
California Public Charter Schools
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Community Learning Center Schools
Board Meetings: June 8, 2016
Executive Director Report – Patti Wilczek

Summary

- Facilities update
- May legal summary
- CLCS Board Service Fees
- Food services MOUs
- Janitorial bids

1. Facilities update

Negotiations continue with Red Hook Capital for a lease for Nea’s UV program. There have been several complicating factors that needed to be addressed in this process. While these are being worked through, it is unclear at this juncture how the matter will resolve itself, and if we take possession of the building, when we will be able to move. We’re hoping things will align so we’re able to move for second semester, though it may not happen until next summer, for a relocation to the new site for 2017-18. In the meantime, we continue to move forward with installation of portables, on the chance that the new site doesn’t work out.

2. May Legal Summary

During the months of May, consultation with our legal team related to matters falling into the following categories:

- Personnel/HR
- Special Education
- Facilities
- Litigation
- Policy Review

3. CLCS Board Service Fees

The annual budgets for ACLC and Nea include a line item “CLCS Service Fee”, into

which is allocated \$7,210 to use by the CLCS Board for such things as professional development, conference fees, and to help with a special program if needed. These funds were reverted to the schools' bottom line for 2013-14 and 2014-15, with the CLCS Board retaining none of these funds for its own use. Thus far this year, funds in the amount of approximately \$2300 were approved for an all-staff social gathering in winter. What remains to be allocated to the Board is \$12,120. After some discussion, I hope the Board will, once again, agree that the \$12k can be allocated to the respective school's bottom line, to be applied for materials and supplies to benefit the programs.

4. Food Services MOU

We have received bids from three separate providers (i.e., Revolution Foods, Nob Hill Foods, AUSD Food Services), which can be found on the public documents portion of the CLCS Board web page. The disadvantages with Revolution and Nob Hill (the latter of which we contract currently) is that they do not provide a full range of services needed to comply with state requirements for food services provision. As such, we would have to contract separately for FRM determination services, compliance reporting services, and on-line ordering services, as no company currently provides all three of these services. In addition, we would need to create a new staff position in order to process orders and receive payments from families. It would create a very costly and inefficient situation for our organization.

AUSD Food Services, on the other hand, proposes to provide us with all aspects required for provision of food services for our schools. They will add breakfast and healthy snack programs, as well as provide three to four lunch options and a daily fresh salad bar. (Families can opt for gluten free options as a slightly more expensive rate.) Separate menus will be offered for elementary versus middle and high school learners, reflecting differential food preferences between the two groups. AUSD will take care of all FRM determination, as well as compliance reporting, and will be the point of sale for all orders. In addition, they will provide sack lunches for field trips if ordered in advance. In exchange for these services, AUSD would receive all of our healthy meal revenues, as well as funds received through food sales. I recommend that we move forward and work with AUSD for food services for the coming year.

5. Janitorial Bids

Janitorial services were put out for bid for 2016-17. Four companies were solicited and two bids were received. These may be reviewed on the public documents portion of the CLCS Board web page. Sergio's Janitorial Services is our current provider, the company with which we have been engaged since 2012-13. We are very pleased with the level and quality of service received, which is substantially less expensive than the other bid received. I recommend, therefore, that we remain with Sergio's for 16-17.