



Community Learning Center Schools, Inc. (CLCS)
California Public Charter Schools
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**Community Learning Center Schools
 Board Meetings: March 16, 2017
 Executive Director Report – Patti Wilczek**

- Facilities Update
- WASC
- California Charter Schools Association
- Pilot Performance Review Surveys for Administrative Staff
- From our COO
- From Admissions

1. Facilities update

We continue to work through the dispute resolution process with AUSD regarding the installation of portable classrooms on our site. Based on our last meeting with district staff, we anticipate a written response to our request by no later than March 31.

2. WASC

In order to insure both schools are using the four long-standing committees to maximal effectiveness, we are altering the names and responsibilities of these groups to closely align with the major focus areas in the WASC self-study and report. The table below indicates current committees, as well as to what they will be changed.

Current Committee Name	New Committee Name	Who's Leading
Curriculum	Curriculum	Stipended Staff
Personnel	Personnel & Instruction	Lead Facilitator
Program Evaluation	School Culture & Support	Stipended Staff
Finance	Finance & Organization	Executive Director
	Assessment & Accountability	Assistant Lead Facilitator

Progress will be tracked during regularly scheduled meetings, with reports to the full staff during professional development meetings.

3. California Charter Schools Association

A CCSA staff person and videographer was on site on March 6 in order to film interviews and situations reflective of our facilities challenges. We anticipate receiving



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an edited first draft of the video later this month or in early April.

4. Pilot Performance Review Surveys for Administrative Staff

Thus far, we have completed 360 performance review surveys for all Lead and Assistant Lead Facilitators. Supervisors and their direct reports have reviewed the results. I received good feedback about the questions used from several respondents, and overall responses have been positive regarding the process used. Surveys for the Special Education Director, Facilities and Technology Manager and Marketing, Admissions and Technology Director have been emailed, with responses to be pulled from Survey Monkey on Monday, March 20.

5. From our COO

We will be participating in a hiring fair associated with San Francisco State University's Graduate Education Department this Saturday, March 11. We hope this is as successful as the fair at Sacramento State University, attended in February. Resumes are being gathered for appropriate candidates. Positions for which we know we will have openings are posted on EdJoin and other outlets.

Employees will be notified about whether they will be offered a contract for next year by April 15.

6. From Admissions

To date, we have received 250 applications for ACLC for 2017-18, and 332 for Nea. Of these, 92 have been waitlisted for ACLC, with 163 on wait lists for Nea.