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## **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**

**October 20, 2016 - 6:45 PM**

This meeting will be held in Nea Community Learning Center's Tree  
Located at 1900 Third Street, Alameda CA 94501

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#### CLCS Board Public Comment Policy

The CLCS Board of Directors (hereafter referred to as Board) welcomes your participation at the Board meetings. The purpose of a public meeting of the Board is to conduct the affairs of the CLCS organization in public. We are pleased that you are in attendance, and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our Schools. To foster clarity and ease in speaking/participating, the following guidelines are provided:

1. Copies of the agenda are available at the door to the meeting for all in attendance to reference.
2. "Request to Speak" forms are available to all who wish to speak on any agenda item(s) or under the general category of "Presentations on Agenda Items" and "Public Comments on Closed Session Topics". Any person may address the Board on agenda or non-agenda items, as indicated in the agenda. To be recognized by the Board President, an individual must write their name and the agenda item(s) on the cards provided and submit this to the Board President or Secretary. The Board President or Secretary will then announce the person's name at the appropriate time during the meeting. Each person will be granted up to three minutes to make his or her presentation. If requested, the Board President may grant additional time to individuals, circumstances permitting.
3. "Presentations from the Floor" is a portion of the meeting set aside for members of the audience to raise issues that are not specifically on the agenda. These presentations are limited to three minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Due to public meeting laws, the Board can only listen to your issue/concern/comment, and cannot respond or take action. The Board may, however, give direction to staff to respond to your concern.
4. With regard to the items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to three minutes. Following a presentation on an agenda item by staff, committees, or the public to the Board, the President will recognize members of the public who have submitted a "Request to Speak" on that agenda item. This period precedes Board discussion and deliberation.
5. Formal presentations to the Board by members of the public may be scheduled in advance by notifying the President and/or Executive Director (ED) in writing two weeks prior to the next regularly scheduled Board meeting. The President and/or ED shall determine whether the community member request is or is not an item directly related to school business prior to it being placed on the agenda. No community-requested item shall be placed on the agenda if it is repetitive of a previous item that had been placed on the agenda and considered by the Board. Scheduled formal presentations shall not exceed 15 minutes in duration.

In addition to the above, any Board member may ask a member of the public to answer brief questions or make comments on an agenda item under discussion in order to gather information before deliberating on a decision. Furthermore, in order to permit adequate time for public comment prior to any decisions being made, whenever

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practical, new items are initially placed on the agenda for discussion. If a decision is required in this area, the topic or issue will be agendized as an action item for the following month.

Access to the Board meeting is available through the far left gate in the rear of the building, as well as through the Tree door that faces Brush Street.

**A. Call to Order and Attendance**

6:45 PM

Meeting is called to order by the Board President at 6:45PM

<u>Board Members</u>	Present	Absent
Tallulah Blue (Learner)	_____	__X__
Daniel Chesmore (Treasurer)	__X__	_____
Brendan Doherty (Secretary)	__X__	_____
Gretchen Finer (Community Member)	__X__	_____
Ann-Marie Gamble (Community Member)	_____	__X__
Janasha Higgins (Community Member)	__X__	_____
Kate Holman (Community Member)	__X__	_____
Alphonso Mance (Vice President)	_____	__X__
Lisa Maxwell (President)	__X__	_____
Philip Milestone (Community Member)	_____	__X__
Kymerly Miller (Community Member)	_____	__X__
Cheryl Taylor (Community Member)	__X__	_____
Mike Williams (Community Member)	_____	__X__

\*Identification of the Facilitator/Staff Representative(s) attending tonight’s meeting: \_\_\_\_\_

**B. Review and Approval of Agenda**

Gretchen moves to approve agenda  
Cheryl seconds

	Yes	No
Tallulah Blue (Learner)	_____	_____ absent
Daniel Chesmore (Treasurer)	__X__	_____
Brendan Doherty (Secretary)	__X__	_____
Gretchen Finer (Community Member)	__X__	_____
Ann-Marie Gamble (Community Member)	_____	_____ absent
Janasha Higgins (Community Member)	__X__	_____
Kate Holman (Community Member)	__X__	_____
Alphonso Mance (Vice President)	_____	_____ absent
Lisa Maxwell (President)            x	__X__	_____
Philip Milestone (Community Member)	_____	_____ absent
Kymerly Miller (Community Member)	_____	_____ absent
Cheryl Taylor (Community Member)	__X__	_____
Mike Williams (Community Member)	_____	_____ absent

Ayes- unanimous

**C. Public Comments:**

6:50 PM

At this time, any person wishing to speak on any item on the agenda (public or closed portion), or not on the agenda will be granted three minutes to make a presentation to the Board of Directors. The Board reserves the right to limit the time for public comments to 10 minutes.

None

**D. Board announcements and/or future agenda item suggestions**

Board members were reminded of their responsibility to participate actively and attend meetings regularly. It was also requested that members respond to emailed requests in timely fashion.

**E. Adjourn to closed session**

7:00 PM

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

- Conference with Real Property Negotiators
- Property: Parcel No.074-1337-005-03
- Agency Negotiator: John Tsern
- Negotiating Parties: FSG7, LLC & CLCS
- Under Negotiation: Price & Terms

2. Discussion regarding confidential learner matter related to the delivery of Special Education services:

- a. Student Case Number: ACLC 2014-15A
- b. Student Case Number Nea 2014-15A

**F. Reconvene public session**

Announcement of action(s) taken in closed session and the vote of every member regarding these actions.  
Reconvened public session at 7:13pm

Two votes were taken in closed session as follows:

1. Regarding Student Case Number: Nea 2014-15A:

Brendan moved to approve administration’s recommendations; Daniel 2nded.

	Yes	No	
Tallulah Blue (Learner)	_____	_____	absent
Daniel Chesmore (Treasurer)	_x_	_____	
Brendan Doherty (Secretary)	_x_	_____	
Gretchen Finer (Community Member)	_x_	_____	
Ann-Marie Gamble (Community Member)	_____	_____	absent
Janasha Higgins (Community Member)	_x_	_____	
Kate Holman (Community Member)	_x_	_____	
Alphonso Mance (Vice President)	_____	_____	absent
Lisa Maxwell (President) x	_x_	_____	
Philip Milestone (Community Member)	_____	_____	absent
Kymerly Miller (Community Member)	_____	_____	absent
Cheryl Taylor (Community Member)	_____	_____	abstained
Mike Williams (Community Member)	_____	_____	absent

2. Regarding Student Case Number: ACLC 2014-15A:

Lisa moved to approve administration’s recommendations; Daniel 2nded.

	Yes	No	
Tallulah Blue (Learner)	_____	_____	absent
Daniel Chesmore (Treasurer)	_x_	_____	
Brendan Doherty (Secretary)	_x_	_____	
Gretchen Finer (Community Member)	_x_	_____	
Ann-Marie Gamble (Community Member)	_____	_____	absent
Janasha Higgins (Community Member)	_x_	_____	
Kate Holman (Community Member)	_x_	_____	
Alphonso Mance (Vice President)	_____	_____	absent
Lisa Maxwell (President) x	_x_	_____	
Philip Milestone (Community Member)	_____	_____	absent
Kymerly Miller (Community Member)	_____	_____	absent
Cheryl Taylor (Community Member)	_x_	_____	
Mike Williams (Community Member)	_____	_____	absent

**G. Reports from Administration**

8:00 PM

1. Nea Lead Facilitator Report - Annalisa Moore  
Refer to this report on the CLCS board’s webpage.

2. ACLC Lead Facilitator Report - David Hoopes  
Refer to this report on the CLCS board’s webpage.

3. Chief Operating Officer Report - Theresa Quigley  
Refer to this report on the CLCS board’s webpage.

4. Special Education Director Report- Neku Pogue  
Refer to this report on the CLCS board’s webpage.

5. Marketing, Admissions and Technology Director Report - Kelly Bitzer  
Refer to this report on the CLCS board’s webpage.

6. Executive Director Report - Patti Wilczek  
Refer to this report on the CLCS board’s webpage.

**H. Financial Presentations**

8:15 PM

1. ACLC Financial Update - EdTec  
Refer to this report on the CLCS board’s webpage.

2. Nea Financial Update - EdTec  
Refer to this report on the CLCS board’s webpage.

**I. Consent Agenda**

8:35 PM

Approval of September 2016 Board Meeting Minutes  
**Cheryl moves app**  
Lisa 2<sup>nd</sup>

	Yes	No	
Tallulah Blue (Learner)	_____	_____	absent
Daniel Chesmore (Treasurer)	_____	_____	abstained
Brendan Doherty (Secretary)	_____	_____	abstained
Gretchen Finer (Community Member)	<u>  x  </u>	_____	
Ann-Marie Gamble (Community Member)	_____	_____	absent
Janasha Higgins (Community Member)	<u>  x  </u>	_____	
Kate Holman (Community Member)	<u>  x  </u>	_____	
Alphonso Mance (Vice President)	_____	_____	absent
Lisa Maxwell (President)	<u>  x  </u>	_____	
Philip Milestone (Community Member)	_____	_____	absent
Kymerly Miller (Community Member)	_____	_____	absent
Cheryl Taylor (Community Member)	<u>  x  </u>	_____	
Mike Williams (Community Member)	_____	_____	absent

**J. Action Items**

8:40 PM

1. Approval of Revisions to CLCS Bylaws Section 10: Removal of Directors  
Kate move to app  
Daniel 2<sup>nd</sup>

	Yes	No	
Tallulah Blue (Learner)	_____	_____	absent
Daniel Chesmore (Treasurer)	<u>  x  </u>	_____	

Brendan Doherty (Secretary)	<u>  x  </u>	<u>      </u>
Gretchen Finer (Community Member)	<u>  x  </u>	<u>      </u>
Ann-Marie Gamble (Community Member)	<u>      </u>	<u>      </u> absent
Janasha Higgins (Community Member)	<u>  x  </u>	<u>      </u>
Kate Holman (Community Member)	<u>  x  </u>	<u>      </u>
Alphonso Mance (Vice President)	<u>      </u>	<u>      </u> absent
Lisa Maxwell (President)           x	<u>  x  </u>	<u>      </u>
Philip Milestone (Community Member)	<u>      </u>	<u>      </u> absent
Kymerly Miller (Community Member)	<u>      </u>	<u>      </u> absent
Cheryl Taylor (Community Member)	<u>  x  </u>	<u>      </u>
Mike Williams (Community Member)	<u>      </u>	<u>      </u> absent

2. Approval of BTSA Service Agreement with University of California, San Diego

Lisa moved to approve  
Kate second

	Yes	No
Tallulah Blue (Learner)	<u>      </u>	<u>      </u> absent
Daniel Chesmore (Treasurer)	<u>  x  </u>	<u>      </u>
Brendan Doherty (Secretary)	<u>  x  </u>	<u>      </u>
Gretchen Finer (Community Member)	<u>  x  </u>	<u>      </u>
Ann-Marie Gamble (Community Member)	<u>      </u>	<u>      </u> absent
Janasha Higgins (Community Member)	<u>  x  </u>	<u>      </u>
Kate Holman (Community Member)	<u>  x  </u>	<u>      </u>
Alphonso Mance (Vice President)	<u>      </u>	<u>      </u> absent
Lisa Maxwell (President)           x	<u>  x  </u>	<u>      </u>
Philip Milestone (Community Member)	<u>      </u>	<u>      </u> absent
Kymerly Miller (Community Member)	<u>      </u>	<u>      </u> absent
Cheryl Taylor (Community Member)	<u>  x  </u>	<u>      </u>
Mike Williams (Community Member)	<u>      </u>	<u>      </u> absent

3. Approval of Non-Public Agency Master Contract with Therapyworks

Daniel moved  
Gretchen 2<sup>nd</sup>

	Yes	No
Tallulah Blue (Learner)	<u>      </u>	<u>      </u> absent
Daniel Chesmore (Treasurer)	<u>  x  </u>	<u>      </u>
Brendan Doherty (Secretary)	<u>  x  </u>	<u>      </u>
Gretchen Finer (Community Member)	<u>  x  </u>	<u>      </u>
Ann-Marie Gamble (Community Member)	<u>      </u>	<u>      </u> absent
Janasha Higgins (Community Member)	<u>  x  </u>	<u>      </u>
Kate Holman (Community Member)	<u>  x  </u>	<u>      </u>
Alphonso Mance (Vice President)	<u>      </u>	<u>      </u> absent
Lisa Maxwell (President)           x	<u>  x  </u>	<u>      </u>
Philip Milestone (Community Member)	<u>      </u>	<u>      </u> absent
Kymerly Miller (Community Member)	<u>      </u>	<u>      </u> absent
Cheryl Taylor (Community Member)	<u>  x  </u>	<u>      </u>
Mike Williams (Community Member)	<u>      </u>	<u>      </u> absent

4. Approval of Non-Public Agency Master Contract with Lesleigh Franklin

Cheryl moved to app  
Daniel 2nd

	Yes	No
Tallulah Blue (Learner)	_____	_____ absent
Daniel Chesmore (Treasurer)	__x__	_____
Brendan Doherty (Secretary)	__x__	_____
Gretchen Finer (Community Member)	__x__	_____
Ann-Marie Gamble (Community Member)	_____	_____ absent
Janasha Higgins (Community Member)	__x__	_____
Kate Holman (Community Member)	__x__	_____
Alphonso Mance (Vice President)	_____	_____ absent
Lisa Maxwell (President) x	__x__	_____
Philip Milestone (Community Member)	_____	_____ absent
Kymerly Miller (Community Member)	_____	_____ absent
Cheryl Taylor (Community Member)	__x__	_____
Mike Williams (Community Member)	_____	_____ absent

5. Approval of CLCS Education Protection Act Resolution 2016-17

Lisa moved  
Cheryl 2<sup>nd</sup>

	Yes	No
Tallulah Blue (Learner)	_____	_____ absent
Daniel Chesmore (Treasurer)	__x__	_____
Brendan Doherty (Secretary)	__x__	_____
Gretchen Finer (Community Member)	__x__	_____
Ann-Marie Gamble (Community Member)	_____	_____ absent
Janasha Higgins (Community Member)	__x__	_____
Kate Holman (Community Member)	__x__	_____
Alphonso Mance (Vice President)	_____	_____ absent
Lisa Maxwell (President) x	__x__	_____
Philip Milestone (Community Member)	_____	_____ absent
Kymerly Miller (Community Member)	_____	_____ absent
Cheryl Taylor (Community Member)	__x__	_____
Mike Williams (Community Member)	_____	_____ absent

6. Approval of CLCS Education Protection Act Spending Plan 2016-17

Lisa moved to approve  
Daniel 2<sup>nd</sup>

	Yes	No
Tallulah Blue (Learner)	_____	_____ absent
Daniel Chesmore (Treasurer)	__x__	_____
Brendan Doherty (Secretary)	__x__	_____
Gretchen Finer (Community Member)	__x__	_____
Ann-Marie Gamble (Community Member)	_____	_____ absent
Janasha Higgins (Community Member)	__x__	_____
Kate Holman (Community Member)	__x__	_____
Alphonso Mance (Vice President)	_____	_____ absent
Lisa Maxwell (President) x	__x__	_____
Philip Milestone (Community Member)	_____	_____ absent
Kymerly Miller (Community Member)	_____	_____ absent
Cheryl Taylor (Community Member)	__x__	_____
Mike Williams (Community Member)	_____	_____ absent

**K. Discussion Items**

8:50 PM

1. Presentation of Nea's partnership with Eden Area Regional Occupational Program

Overview of the ROP program provided, including expenses associated, and comparative summary of grades for participating learners: 2015 versus current grades in ROP for this year. Additional data, reflecting the full year's information will be provided to the board in May, along with a recommendation for 17-18.

2. Target Board member numbers for 2016-17

Board members concurred that we should grow by one, adding a Nea learner to the board. It was identified that there are seven applicants for that position, all of which are either juniors or seniors. Daniel will work with Annalisa to arrange for interviews.

3. Board Retreat: Is there an alternative?

Board members concurred that a full-day retreat will be more advantageous than holding several evening meetings. The retreat will be held on November 20.

4. Learners Returning from Inpatient Treatment/Hospitalization Policy - Draft Review

The draft policy was reviewed, and a couple of questions and suggestions were provided.

5. Foregoing the Board's Service Fee for 2016-17

The board agreed to forego the Service Fee from Nea and ACLC for this year. The group also discussed reducing the amount being held in reserves for use by the board. It was suggested that the sum be reduced to 20k, the balance of which would be distributed to each school. Patti was directed to bring actual spending of the CLCS funds by the board for the past year or two. Further discussion and approval vote will be brought to the board in November.

**Adjournment**

Adjourned at 7:58pm

9:30 PM

Next regular meeting is scheduled for 6:45PM on October 20, 2016, to be held in Nea's Tree, located at 1900 Third Street, Alameda CA 94501.

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-Keene 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) 263-9266.

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)263-9266, during school hours.