
Alameda Community Learning Center

Governing Board Meeting Agenda

October 5, 2011 - 6:30 PM

This meeting will be held at the ACLC: 210 Central Ave., Room 603, Alameda, CA 94501

1. **Closed Session** 6:30 PM
a. Personnel Issues (Gov. Code Section 54957)
b. Learner Issues (Gov. Code Section 54957)

2. **Public Session (ACLC)** 7:00 PM
a. **Call to Order & Attendance**
Meeting is called to order at 7:11PM

<u>Board Members</u>	Present	Absent
Lynn Kameny, ACLC Lead Facilitator	<u> X </u>	<u> </u>
Patricia Williamson, ACLC Facilitator	<u> X </u>	<u> </u>
Molly Fenn, ACLC Facilitator	<u> X </u>	<u> </u>
Anne Melendez, ACLC Parent	<u> X </u>	<u> </u>
Cynthia Yu, ACLC Parent	<u> X </u>	<u> </u>
Robyn Beckwith, Community Member	<u> </u>	<u> X </u>
Heather Dutton, Community Member	<u> X </u>	<u> </u>
Susannah Champlin, ACLC Learner	<u> X </u>	<u> </u>
Conner Finn, ACLC Learner	<u> X </u>	<u> </u>
Paul Bentz (Executive Director, non-voting)	<u> X </u>	<u> </u>
Kirsten Zazo (AUSD, non-voting)	<u> </u>	<u> X </u>

- b. **Report Out of Closed Session on Any Action Taken**

There was nothing to report out of the closed session.

- c. **Review and Approval of Agenda**

Anne motions to approve the agenda, 2nd by Patricia. (8-0) Approved.

3. **Presentations from the floor** 7:10 PM
PRESENTATIONS FROM THE FLOOR - At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board of Directors.

Terry Toczynski:

Planned trip to Costa Rica has been cancelled due to little to no interest. Two students who paid in advance will be forfeiting \$400.00 due to cancellation.

PRESENTATION ON AGENDA ITEMS - Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation.

4. **ACLC Lead Facilitator's Report** 7:15 PM
Introduction of New Staff

Rebecca is our new office manager at ACLC.

Update on 2011-12 School Educational Initiatives

Back to school nights were successful and a great turn out for new and returning learners. ACLC now has a volleyball team coached by an ACLC Parent and Robert our new campus supervisor. The boys and girls club is now the official home court of ACLC/NEA. We also have cross-country teams officially competing against other schools. ACLC is also trying to establish more afterschool programs during Wednesday afternoons. ACLC would also like to launch high school highlight nights as a experimental project. A lot of learners new and returning are leading their own way to success at school. There has been some talk on the listserv about electives, combined classes to create 2 more middle school elective classes.

5. **Executive Director's Report** 7:30 PM
Enrollment Update

Today's enrollment is exactly set at 304 students attending ACLC. The projected budget for enrollment is very close. The number of enrollments must either retain or grow for our high school numbers.

Financial Update

Monitor our spending to match budget. Edtec will be providing educational metrics to compare our school to other competing schools. Budget development/changes will be resulted to budget cuts in the future. We will be building our budget based on number of learners we have enrolled.

CLCS Educational Initiatives

Performance stipends for projects, such as the following:

Rockets (Randall Covey)
Martial Arts (Terry Toczynski)
Cathy Dana (Poetry)
Eugenics Movement (Molly)
Tours for SFMOMO (Molly)

6. Leadership and Committee Reports
Committees Chairs submit first semester objectives

7:45 PM

Financial Committee:

Monitor our spending to match budget. Edtec will be providing educational metrics to compare our school to other competing schools. Budget development/changes will be resulted to budget cuts in the future. We will be building our budget based on number of learners we have enrolled.

Curriculum Standards Committee:

Alameda family services has been very helpful to our community. ACLC is developing a contract system for signing in and signing out for off campus college classes. Terry will be our Martial Arts instructor coordinator this year. Since ACLC now has a gym available, we can now have live performances from school bands and other events such as plays or impromptu sketches.

Program Evaluation Committee:

The Program Evaluation Committee will be meeting 1st Mondays of every month. At the moment, we are working on a draft for annual report updates.

Personnel Committee:

Personnel Committee will be meeting on 2nd Mondays every month. Handbooks are updated. Survey for learners will now be issued when classes are coming to a close to get feedback on how learners like/dislike their classes. Completion deadline is January. Observations of facilitators will be done by Lynn.

Leadership Committee:

Worked out sub-committees for CCC. Spelling Bee contest for high school /middle school learners will take place during certain scheduled CCCs. The annual pumpkin carving is coming up soon, hopefully it will be another great turn out. There have been suggestions in regards to a pet picture wall to be placed in the center at ACLC. Fiona Blackburn is raising money to save the rain forest. Whoever donates money will get a leaf with their name on it and be posted with recognition of contribution. There will also be a new buddy system where returning older learners help new younger learners strive to succeed in class and other activities.

7. Consent Agenda

8:00 PM

- a. Approval of September 7, 2011 Minutes
- b. Approval of ACOE Resolution to provide direct deposit to bank of state funding
- c. Approval of check registers for June, July and August

Heather motions to approve the September 7th Minutes, ACOE Resolution to provide direct deposit to bank of state funding and check registers for June, Jul, August. 2nd by Anne.
(8-0) Approved.

8. Discussion Items

8:05PM

- a. Technology update and facility tech tour (Milt Friedman)
- b. Analysis of ACLC STAR Testing Data
- c. Board Retreat Summary

9. Action Items

8:30 PM

- a. Approval to accept a security camera system donation from an ACLC family

Patricia motions to table this item until the next board meeting for more discussion, 2nd by Molly. (8-0) Approved.

- b. Approval of revised 2011-12 budget

Patricia motions to approve the revised 2011-2012 budget, 2nd by Lynn. (8-0) Approved.

Adjourn

9:00 PM

The next ACLC Board Meeting is scheduled for November 2, 2011.

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., 210 Central Ave. #603, Alameda, CA 94501, phone (510) 521-7543 x101, fax (510) 521-7350.

FOR MORE INFORMATION

For more information concerning this agenda or for materials pertaining to the board meeting, please contact Community Learning Center Schools, Inc., 210 Central Ave. #603, Alameda, CA 94501, phone (510) 521-7543 x101, fax (510) 521-7350, during school hours