

**Community Learning Center Schools, Inc.**

a Non-profit Public Benefit Corporation Operating

Nea Community Learning Center & Alameda Community Learning Center

**Board of Directors' Planning and Organizational Meeting Minutes**

**August 23, 2012 - 6:30 PM**

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

**1. Public Session**

**a. Call to Order & Attendance**

Meeting is called to order by the Board President at 6:37 pm

<u>Board Members</u>	Present	Absent
Joan Uhler (President)	<u>  X  </u>	<u>      </u>
Jennifer Rice (Treasurer)	<u>  X  </u>	<u>      </u>
Paul Bentz (Executive Director)	<u>  X  </u>	<u>      </u>
Maafi Gueye (Nea Lead Facilitator)	<u>  X  </u>	<u>      </u>
David Hoopes (ACLCLC Lead Facilitator)	<u>  X  </u>	<u>      </u>
Nhi Chau (Community Member)	<u>  X  </u>	<u>      </u>
Robert Cassard (Community Member)	<u>  X  </u>	<u>      </u>
David Teeters (Community Member)	<u>  X  </u>	<u>      </u>
Nzingha Dugas (Community Member)	<u>  X  </u>	<u>      </u> Arrived 6:55 PM
Hameed Abassi (Community Member)	<u>  X  </u>	<u>      </u>
Carlton Grizzle (ACLCLC Representative)	<u>  X  </u>	<u>      </u>
David Maduli (Nea Representative)	<u>      </u>	<u>  X  </u>
Hugh Morgan (Community Member)	<u>  X  </u>	<u>      </u>
Lowry Fenton (Community Member)	<u>  X  </u>	<u>      </u>

**a. Review and Approval of Agenda**

*Motion:* Bentz moved to delete 3b unaudited actuals and approve the agenda as amended.

*Second:* Uhler

*Vote:* All in favor

**2. Presentations from the floor**

David Teeters: ACLCLC has access to the sports program; would like a more formal thank you sent to the district as a sign of appreciation. According to Paul, students who live in Alameda would try out for a team in their local district. Formal documents still need to be finalized and signed. David T. would also like to track the number of out of district students on the dashboard. Paul can report back after his meeting with AUSD.

**3. Action Items (6:47 PM)**

- a. Nomination and approval of new CLCS Board Members
  - i. Sam Felsing (ACLCLC Alumni)
  - ii. Camila Guiza (ACLCLC Learner)
  - iii. Michael Biczynski (Nea Parent)
  - iv. Jim Nations (Nea Parent)

David Maduli, Nea Representative, has resigned from the board. Discussion over the size of the board, and whether the board should prioritize having learners on the board. Board wants to stay at 17 members, including a Nea Facilitator.

*Motion:* Morgan moves to accept Jim Nations and Sam Felsing as three year board members; Camila Guiza as a two year member.

*Second:* Teeters

*Vote:* Aye: 12; Nay: 0; Abstain: Dugas.

**4. ACLC New Lead Facilitator Introduction - David Hoopes**

Very excited to be part of ACLC. Felt the facilitators put students first. Wants to be a part of a successful facility transition.

**5. Executive Director's Report (7:38 PM)**

Bentz reported on enrollment, with 549 currently enrolled at Nea (budgeted at 530). Currently 337 enrolled at ACLC, budgeted 317. More data regarding enrollment will be presented at the next meeting. Navy not making a decision to sell Miller until 2014.

**6. Consent Agenda (7:54 PM)**

a. Approval of May 17 and June 14, 2012 Meeting Minutes

*Motion:* Cassard moved to approve the consent agenda.

*Second:* Rice

*Vote:* All in favor.

**7. Discussion Items**

a. Financial Presentations (10 minutes)

i. ACLC Budget Update- Mr. Bentz, EdTec

ii. Nea Budget Update- Mr. Bentz, EdTec

See publicly-available attachments for financial details.

b. Website Demonstration - Robert

c. Discussion of Major Initiatives for 2012-13

i. ED succession timeline

ii. Facilities

iii. Fundraising

iv. Improve evaluation processes

v. Marketing Plan & PR

vi. Salaries for non-facilitator positions

vii. Transferring some ED responsibilities to others within the organization

d. Discussion of proposed committee structure

**Adjourn to Closed Session**

8:50 PM

PRESENTATION ON AGENDA ITEMS - Any person wishing to speak to any item on the closed session agenda will be granted three minutes to make a presentation prior to the start of the agenda item discussion.

**8. With respect to every item of business to be discussed in closed session pursuant to Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: CLCS Executive Director

Reconvene to Public Session

Report out on any decisions made in closed session: Evaluation of the Executive Director has been completed.

**11. Adjournment**

9:00 PM

Next regular meeting is scheduled for September 20, 2012 at Nea, 500 Pacific Ave.