



Community Learning Center Schools, Inc. (CLCS)
California Public Charter Schools
1900 Third Street, Alameda, CA 94501
(510) 263-9266 (510) 995-8910 FAX

Community Learning Center Schools
Board Meeting: January 21, 2016
Executive Director Report – Patti Wilczek

Summary

- Facilities update
- December legal summary
- Union update
- Line of Credit update
- Hiring Update
- CalSTRS Retirement Incentive Program
- CalSTRS Work Reduction Program
- Additional Bits

1. Facilities update

Paint: The abatement of lead-based paint found peeling from the overhead trim areas will occur on January 18th and 22nd. Painting of the building will begin once this portion of the project is complete, with the work likely occurring over the course of several weekends.

Portables: AUSD continues to wait for the seismic and liquefaction reports to be completed and submitted to the State Architect's Office. We are hopeful that things will move fairly smoothly thereafter.

2. December Legal Summary

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

- Personnel
- Special Education
- Union negotiations

3. Union update

Negotiations between NAU and CLCS continue to move forward in thoughtful, pragmatic fashion. Everyone remains positive and open-minded, and hopeful that we can work through all the remaining areas of the contracts for classified and certificated

members with only members of the CLCS professional community at the table. Everyone involved in the negotiations are highly invested in the process and outcome.

4. Line of Credit update

All documents to establish a line of credit with Beneficial State Bank have been signed and submitted. We are excited to have formed a new partnership with this financial agency.

5. Hiring Update

Looking forward toward the 2016-17 hiring cycle, and how to effectively widen and deepen our pool of facilitator candidates, we will be:

- Participating in the National Association of Independent Schools job fair that will be held in March in San Francisco. We are in communication with both CalWest Educators and Carney Sandoe, both search firms of which arrange for candidate interviews to take place during this event.
- We are starting to plan for a CLCS Job Fair, which will occur on our campus, and will be advertised locally, to all Bay Area universities with education programs, and a full range of on-line job boards and professional organizations. This is scheduled for March.
- Efforts to expand our CLCS professional network are underway, so as to increase our visibility within Alameda, while also providing potential resources to help meet future staffing. CLCS recently became a member of the Alameda Chamber of Commerce, and I will be attending their regular meetings. In addition, I am in the process of becoming a member of Alameda Rotary, of which leaders of business, government and non-profit organizations within our community are members. It's my hope that as we establish a greater network within our community, opportunities for such things as internships and summer work experiences can be cultivated for our learners, while also increasing the folks to which we can connect when positions within CLCS open up.

6. CalSTRS Retirement Incentive Program

Last month, the CLCS Board approved the implementation of the Retirement Incentive Program. This has been made available to all eligible certificated staff.



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7. CalSTRS Work Reduction Program

The union approached me about researching the feasibility of offering the CalSTRS Work Reduction Program to eligible employees. The program allows for a reduced workload of at least .5 FTE for staff nearing retirement. Employer and employee make contributions to CalSTRS as if s/he were working full-time, and the employee receives credit for full-time employment. This will be agendized as a discussion item for the Board meeting.

7. Additional Bits:

- Nea's Title I LEA Plan has been submitted to CDE for review. We expect they will provide feedback to us shortly and a chance to revise the report prior to it being sent for final approval.
- I'm in conversation with both school site leaders to determine the extent to which applying for the Teachers of Critical Languages Program is feasible and advantageous for 2016-17. The program provides opportunities for US schools to host an exchange teacher from China or Egypt for an academic year, seeking to strengthen foreign language instruction at US schools, while also providing the selected exchange teachers the opportunity to learn about US teaching methodologies, culture and society. The exchange teachers will teach Mandarin Chinese or Modern Standard Arabic and will also serve as a cultural resource in the host school and community. The teachers' expenses, including transportation, salary and housing are fully funded by the Bureau of Educational and Cultural Affairs, US Department of State.
- I have started the process of identifying organizational goals/objectives for 2016-17. These would be applied across CLCS, including both schools and the CLCS staff, as a means of moving us from good to exceptional. Goals currently under consideration include: "We have a highly qualified facilitator in every classroom" and "CLCS is the best educational organization to work for in Alameda County". I will keep the Board updated in the coming months.
- David, Annalisa, Theresa, Katie and I attended a two-day training by the Management Center, "Managing to Change the World". It was a rich experience of learning new skills and being reminded of others. Topics covered included delegation, time management, hiring, and objective and goal setting. The reading material provided, as well as training topics will be reviewed and discussed regularly during admin team meetings.
- Based on information shared by EdTec, I have been researching Contracts for



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Deposit of Moneys, which provides government guarantees for non-profit organizations' funds beyond what is covered by FDIC. Although CitiBank has declined us for consideration, I am currently in discussion with Beneficial State Bank, with whom we have our revolving line of credit. Thus far, I have been informed that they would consider insuring our CD and or Money Market Accounts, but cannot guarantee our checking accounts. The latter is not insurable due to the fluctuating balances. More information is to follow.