



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

January 17, 2013 - 6:30 PM

This meeting will be held at Nea Lower Village, Poggi St. and Buena Vista Ave., Alameda, CA 94501

1. **Public Session** 6:30 PM

a. **Call to Order & Attendance**

Meeting is called to order by the Board President at 6:33pm

<u>Board Members</u>	Present	Absent
Joan Uhler (President)	<u> x </u>	<u> </u>
Jennifer Rice (Treasurer)	<u> x </u>	<u> </u>
Jim Nations (Secretary)	<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>6:52pm</u>	<u> </u>
David Teeters (Community Member)	<u> x </u>	<u> </u>
Nzingha Dugas (Community Member)	<u> x </u>	<u> </u>
Hameed Abassi (Community Member)	<u> x </u>	<u> </u>
Carlton Grizzle (ACLCLC Representative)	<u> x </u>	<u> </u>
Soren Tjernell (Nea Representative)	<u> x </u>	<u> </u>
Hugh Morgan (Community Member)	<u> x </u>	<u> </u>
Lowry Fenton (Community Member)	<u> </u>	<u> x </u>
Camila Guiza-Chavez (Community Member)	<u> x </u>	<u> </u>
Sam Felsing (Community Member)	<u> x </u>	<u> </u>

a. **Review and Approval of Agenda (6:34 PM)**

Motion: Paul Bentz
Second: Hameed Abassi
Vote: All ayes

2. **Presentations from the floor**

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

Parent of two learners at Nea expressed concerned about facilities; hoping to get better facilities, presented letter to give school board petition/letter signed by as many parents as possible, would like to put on agenda for next board meeting. Paul requested electronic copy of letter.

3. **Nea Lead Facilitator Report - Maafi Gueye (6:39 PM)**
See Nea Lead Facilitator Report
4. **ACLCL Lead Facilitator Report - David Hoopes (6:48 PM)**
See ACLCL Lead Facilitator Report
5. **Executive Director's Report - Paul Bentz (6:57 PM)**
See Executive Director Report
6. **Consent Agenda (7:16 PM)**
 - a. Approval of December 20, 2012 Meeting Minutes

Motion: David Hoopes moved to approve the minutes.
Second: Sam Felsing
Vote: All ayes
7. **Action Items (7:17 PM)**
 - a. Approval of Executive Director Job Description
Nhi presented, reviewed Scion's process to develop job description. Approval would allow Scion to post and begin "networking" search process. Discussion of changes to be made. Nhi reviewed changes to be made.

Motion: David Hoopes moved to approve with changes from Board.
Second: Hameed Abassi
Vote: All ayes
 - b. Approval of revised Nea budget to include \$17,000 for 0.5 FTE Math Facilitator (Maafi)
Paul provided background. Maafi presented schedule of math facilitator. See posted Nea Budget Request. Joan noted need to make sure that next year this is something that can be budgeted sustainably.

Motion: Hameed Abassi moved to approve the revised budget.
Second: Jim Nations
Vote: All ayes
 - c. Approval of Resolution on "Spending of CLCS Direct Donations" (Hugh)
Hugh presented proposal to use generally as fundraising purposes, but doesn't preclude other expenses. Board discussion. See website-posted CLCS Board Policy related to funds donated directly to CLCS.

Motion: Jen Rice moved to approve with amendment language changing "fundraising" to "capacity building."
Second: David Hoopes
Vote: All ayes
8. **Discussion and Reports (7:59 PM)**
 - a. Financial Presentations
 - i. ACLCL Financial Update - EdTec
See EdTec Financial presentation for detail.
 - ii. Nea Financial Update -EdTec
See EdTec Financial presentation for detail.
 - b. Task Group Reports
 - i. Finance - Jen presented Dashboard
 - ii. ED Selection - covered above
 - iii. Facilities - covered above
 - iv. Communications/Public Relations - Robert and Sam reported out on show, other communication work.

- v. Strategic Planning - David reported on task force's discussion on recruiting
- vi. Governance/Oversight - Hameed reported out. Task force working on evaluations
- vii. Board Recruitment and Development - NzHINGA reported out, looking for new members for this task force
- viii. Fund Development - covered above
- ix. Executive - no report

9. Adjournment (8:27 PM)

Next regular meeting is scheduled for February 21, 2013 at
ACLC, 210 Central Ave. #603, Alameda, CA