



## Community School for Creative Education

### CSCE Board Meeting - Monday, May 9th

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#### Date and Time

Monday May 9, 2022 at 6:00 PM PDT

#### Location

Join Zoom Meeting

<https://zoom.us/j/95930595187?pwd=OTVYM1IFNG5YNTVjRk9tTEJwM1Nkdz09>

Meeting ID: 959 3059 5187

Passcode: CSCE2111

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#### **Rudolf Steiner, Motto of Social Ethics, 1920 (at end of first full year of first Waldorf School founded 1919)**

The healing social life is found when in the mirror of each human being the whole community finds its reflection, and when in the community the strength of each one is living.

La vida social saludable se encuentra cuando en el espejo de cada ser humano la comunidad entera se encuentra reflejada y en la comunidad vive la virtud de cada uno.

افش شخب يترشاعم يگدنز سا تقو يئاپ يئاج ره بچ ره ناسنا رک ٺنينا ٺيم يروپ  
يردارب سا يک يساکع يترک ره، روا بچ ٺرشاعم ٺيم ره کيا يک تقاط بدنز يتره-ٺه

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	Purpose	Presenter	Time
<b>3. Raúl Alcantar</b>			
<b>B. Call the Meeting to Order</b>		Velia Navarro	1 m
<b>C. Agenda Approval</b>	Vote	Velia Navarro	1 m
<b>D. Public Comment</b>	Discuss	Velia Navarro	5 m
<b>II. Consent Agenda</b>			<b>6:09 PM</b>
<b>A. Resolution of Findings under AB 361</b>	Vote	Velia Navarro	1 m
<p>The Board of Trustees of Community School for Creative Education, in regards to AB 361, has reconsidered the circumstances of the State of Emergency and makes this finding that the State of Emergency continues to directly impact the ability of members as well as the community to meet safely in person. Therefore, let it be resolved that meetings for the next 30 days forward from the date of this Resolution, for the Community School for Creative Education Board of Trustees and its committees, will continue to take place exclusively via teleconference.</p>			
<b>B. Approve Minutes - Board Meeting - April 18th, 2022</b>	Approve Minutes	Velia Navarro	1 m
<b>C. April 2022 Check Register</b>	Vote	Velia Navarro	2 m
<b>D. Approve Minutes Special Board Meeting - Wednesday, April 20th, 2022</b>	Approve Minutes	Velia Navarro	5 m
<b>III. Business</b>			<b>6:18 PM</b>
<b>A. Approve Consent Agenda</b>	Vote	Velia Navarro	1 m
<b>IV. Committee Updates</b>			<b>6:19 PM</b>
<b>A. Governance Committee</b>	Discuss	Velia Navarro	1 m
<b>B. ED Support &amp; Evaluation Committee</b>	Discuss	Velia Navarro	1 m

	Purpose	Presenter	Time
<b>C. Development Committee</b>	Discuss	Velia Navarro	1 m
<b>D. Academic Excellence Committee</b>	Discuss	Anastasia Prentiss	1 m
<b>E. Finance Committee</b>	Discuss	Anastasia Prentiss	1 m
<b>F. Ad Hoc Facilities Committee</b>	Discuss	Velia Navarro	1 m
<b>V. Governance</b>			<b>6:25 PM</b>
<b>A. Step Down Vice Chair, Dr Prentiss</b>	Discuss	Velia Navarro	5 m
<b>B. Election Vice Chair Ms Velia Navarro</b>	Vote	Anastasia Prentiss	5 m
<b>C. Executive Director Report</b>	Discuss	Ida Oberman	5 m
<b>D. Consideration and Approval of Reclassification of Committees</b>	Vote	Velia Navarro	5 m
<b>E. CSCE Engagement and Use of Legal Counsel Policy</b>	Vote	Velia Navarro	5 m
<b>F. CSCE Board Committee Head of School Search Process</b>	Vote	Velia Navarro	5 m
<b>G. Declaration of Need for Fully Qualified Educators [D.O.N.] 22/23</b>	Vote	Velia Navarro	5 m
<b>H. Supplemental LCAP 2021-22</b>	Vote	Ida Oberman	5 m
<b>I. IS Addendum per J13</b>	Vote	Kimberly Palmore	5 m
<b>J. 21-22 Academic Calendar Amendment</b>	Vote	Kimberly Palmore	5 m
<b>K. 22-23 Academic Calendar</b>	Vote	Ida Oberman	5 m
<b>L. Contract: Instruction Partners 2022-2023</b>	Vote	Ida Oberman	5 m
<b>M. Register to Vote on home page</b>	FYI	Ida Oberman	5 m

	Purpose	Presenter	Time
<b>N. Targeted Level 2</b>	FYI	Ida Oberman	5 m
<b>O. Williams Act</b>	FYI	Ida Oberman	5 m
<b>P. Gala Update</b>	FYI	Ida Oberman	5 m
<b>VI. Finance</b>			<b>7:45 PM</b>
<b>A. Finance Update</b>	FYI	Kimberly Palmore	15 m

**VII. Other Business**

Please RSVP via Board on Track for Upcoming Board Meetings:

- Propose: Board Retreat : Saturday, June 11th or Sunday, June 12th (3 hours 10AM-1PM or 9AM-12PM)

<b>VIII. Closing Items</b>			<b>8:00 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Velia Navarro	1 m

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REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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 Governing Board may request assistance by contacting Community School for Creative Education, 2111 International Boulevard, Oakland CA 94606 510 686 4131.

FOR MORE INFORMATION For more information concerning this agenda or for materials relating to this meeting, please contact Community School for Creative

Education, 2111 International Blvd., Oakland CA 94606, tel: 510 686 4131; em: info@communityschoolforcreativeeducation.org. For copies of this agenda and for agendas and minutes of prior meetings, visit our website ([www.communityschoolforcreativeeducation.org](http://www.communityschoolforcreativeeducation.org)).

# Coversheet

## Approve Minutes - Board Meeting - April 18th, 2022

**Section:** II. Consent Agenda  
**Item:** B. Approve Minutes - Board Meeting - April 18th, 2022  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for CSCE Board Meeting - Monday, April 18th, 2022 on April 18, 2022

APPROVED



## Community School for Creative Education

### Minutes

CSCE Board Meeting - Monday, April 18th, 2022

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#### Date and Time

Monday April 18, 2022 at 6:00 PM

#### Location

Join Zoom Meeting

<https://zoom.us/j/95930595187?pwd=OTVYM1IFNG5YNTVjRk9tTEJwM1Nkdz09>

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#### **Rudolf Steiner, Motto of Social Ethics, 1920 (at end of first full year of first Waldorf School founded 1919)**

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La vida social saludable se encuentra cuando en el espejo de cada ser humano la comunidad entera se encuentra reflejada y en la comunidad vive la virtud de cada uno.

افش شخب بترشاعم یگدنز سا تقو بناپ پتاج ۛ بج ره ناسنا ۛک ۛنبیآ ایم یروپ یردارب  
سا یک یساک بترک ۛ، روا بج ۛرشاعم ایم ره کیا یک تقاط بدنز پتہر ۛۛ

Shifa baksh muashareti zindagi us waaqt paaye jaati hai jaab haar insaan ka aapne mein puri baradari us ki aaks karti hain, aur jaab muashareti mein haar ek ki taaqat zinda rahti hain.

Heilsam ist nur, wenn Im Spiegel der Menschenseele sich bildet die ganze Gemeinschaft  
Und in der Gemeinschaft Lebet der Einzel Seele Kraft





**Roll Call**

G. Lowe	Aye
V. Navarro	Aye
M. Candido	Aye
G. Pang	Aye
A. Barnes	Aye
S. Richardson Baker	Absent
L. Morones	Aye

**D. Public Comment**

**II. Consent Agenda**

**A. Resolution of Findings under AB 361**

**B. Approve Minutes - Board Meeting - Monday, March 7th, 2022**

M. Candido made a motion to approve the minutes from CSCE Board Meeting - Monday, March 7th, 2022 on 03-07-22.

V. Navarro seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

A. Prentiss	Aye
S. Richardson Baker	Absent
A. Barnes	Aye
M. Candido	Aye
L. Morones	Aye
G. Pang	Aye
V. Navarro	Aye
G. Lowe	Aye

**C. March 2022 Check Register**

M. Candido made a motion to Approve March 2022 Check Register.

V. Navarro seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

S. Richardson Baker	Absent
L. Morones	Aye
G. Lowe	Aye
M. Candido	Aye
A. Prentiss	Aye
A. Barnes	Aye
V. Navarro	Aye
G. Pang	Aye

**III. Business**

**A. Approve Consent Agenda**

M. Candido made a motion to Approve Consent Agenda.

V. Navarro seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

G. Lowe	Aye
V. Navarro	Aye
M. Candido	Aye
L. Morones	Aye
A. Barnes	Aye
S. Richardson Baker	Absent
A. Prentiss	Aye
G. Pang	Aye

**IV. Governance**

**A. Executive Director Report**

**B. Org Chart 2022-23**

M. Candido made a motion to Approve Org Chart 2022-23.  
 L. Morones seconded the motion.  
 The motion did not carry.

**Roll Call**

A. Prentiss	Abstain
S. Richardson Baker	Absent
L. Morones	No
V. Navarro	No
G. Lowe	Abstain
G. Pang	Aye
M. Candido	Abstain
A. Barnes	No

A. Barnes made a motion to Table Org Chart 2022-23 for Wednesday at 6pm (CSCE to provide more information).  
 G. Pang seconded the motion.  
 The board **VOTED** to approve the motion.

**Roll Call**

L. Morones	Aye
A. Barnes	Aye
G. Pang	Abstain
M. Candido	Abstain
V. Navarro	Aye
G. Lowe	No
S. Richardson Baker	Absent
A. Prentiss	Abstain

**C. Job Description Head of Schools 22-23**

A. Barnes made a motion to Table Job Description Head of Schools 22-23 for Wednesday for Wednesday 6pm (CSCE to provide more information from County).  
 G. Pang seconded the motion.  
 The board **VOTED** to approve the motion.

**Roll Call**

G. Pang	Aye
L. Morones	Aye
M. Candido	Abstain
A. Prentiss	Abstain

**Roll Call**

S. Richardson Baker Absent  
V. Navarro Aye  
A. Barnes Aye  
G. Lowe Aye

**D. At Will Agreement Executive Director 22-23**

A. Barnes made a motion to Table At Will Agreement Executive Director 22-23 for Wednesday 6pm (CSCE to provide more information from County).

A. Prentiss seconded the motion.  
The motion did not carry.

**Roll Call**

V. Navarro No  
A. Prentiss Abstain  
S. Richardson Baker Absent  
G. Pang Abstain  
A. Barnes Aye  
L. Morones No  
M. Candido Abstain  
G. Lowe No

L. Morones made a motion to Accept At Will Agreement Executive Director 22-23.  
G. Lowe seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

L. Morones Aye  
G. Lowe Aye  
G. Pang Aye  
A. Barnes No  
S. Richardson Baker Absent  
A. Prentiss Abstain  
V. Navarro Aye  
M. Candido Aye

**E. Board Finance Committee Chair**

L. Morones made a motion to Move this item Board Finance Committee Chair to May Board Meeting.

V. Navarro seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

G. Pang Abstain  
M. Candido Aye  
A. Barnes Abstain  
G. Lowe Aye  
S. Richardson Baker Absent  
V. Navarro Aye  
L. Morones Aye  
A. Prentiss Aye

**F. Hiring 2022-23 April '22 Report**

Reflected in the Agenda Approval this item was an FYI.

**G. LCAP 21-22 Update**

**H.**

## COVID Report

### V. Closing Items

#### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,

V. Navarro

V. Navarro made a motion to Adjourn.

M. Candido seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

A. Barnes	Aye
L. Morones	Aye
V. Navarro	Aye
G. Pang	Aye
S. Richardson Baker	Absent
A. Prentiss	Aye
M. Candido	Aye
G. Lowe	Aye

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# Coversheet

## April 2022 Check Register

**Section:** II. Consent Agenda  
**Item:** C. April 2022 Check Register  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** CSCE Check Register April 2022.pdf



# Check Register Detail

## Community School for Creative Education

Check Register 4/1/2022 through 4/30/2022

Payment Number	Payment Date	Payee Name	Check Amount	Account	Account Description	Transaction Description	Invoiced GL Amount
40000031	4/5/2022	Alameda County Office of Education	\$22,627.82	62-0000-0000-0000-9503-020-000-000	Accrued STRS	March 2022 STRS	\$22,627.82
40000028	4/5/2022	Alameda County Office of Education	\$12,045.43	62-0000-0000-0000-9503-020-000-000	Accrued STRS	August 2021 STRS	\$12,045.43
40000029	4/5/2022	Alameda County Office of Education	\$22,843.62	62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	December 2021 STRS	\$22,843.62
40000032	4/5/2022	Alameda County Office of Education	\$354.00	62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	STRS Proc Fee Q2 21.22	\$354.00
40000030	4/5/2022	Alameda County Office of Education	\$22,585.50	62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	February 2022 STRS	\$22,585.50
40000044	4/14/2022	Revolution Foods, PBC	\$21,452.12	62-5310-1110-3700-4700-020-000-000	Food & Food Supplies	Student Meals - January 2022	\$6,603.12
				62-5320-1110-3700-4700-020-000-000	Food & Food Supplies	Student Meals - January 2022	\$2,889.00
				62-5320-1110-3700-4700-020-000-000	Food & Food Supplies	Student Meals - March 2022	\$3,531.00
				62-5310-1110-3700-4700-020-000-000	Food & Food Supplies	Student Meals - March 2022	\$8,429.00
40000045	4/14/2022	Swing Education, Inc.	\$960.00	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Services - 03/26/22 - 04/01/22	\$960.00
40000048	4/14/2022	Wilkinson Hadley King & Company LLP	\$8,400.00	62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	Progress Billing for 2020-21 Audit	\$7,650.00
				62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	Final Billing for 2019-20 Audit	\$750.00
40000049	4/14/2022	Xobee Networks Inc	\$108.00	62-0000-1110-2700-5900-020-000-000	Communications	Xobee Voice Hosted Seat & Fax Service - April 2022	\$108.00
40000041	4/14/2022	Carlie Magner, MFT	\$375.00	62-0000-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Individual Supervision - 02/02/22 - 02/25/22	\$375.00

40000033	4/14/2022	Ascend Rehab Services, Inc.	\$4,862.00	62-6500-5760-1190-5810-020-000-000	Educational Consultants	SPED Consultant - 03/01/22 - 03/15/22	<b>\$4,148.00</b>
				62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	SPED Consultant - 03/01/22 - 03/15/22	<b>\$714.00</b>
40000034	4/14/2022	Attitudinal Healing Connection, Inc.	\$38,220.00	62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	Contracted Services - 2021-2022 School Year	<b>\$12,740.00</b>
				62-6010-1110-1000-5810-020-000-000	Educational Consultants	Contracted Services - 2021-2022 School Year	<b>\$12,740.00</b>
				62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	Contracted Services - 2021-2022 School Year	<b>\$12,740.00</b>
40000046	4/14/2022	Townsend & Styer Maintenance Company LLC	\$8,270.00	62-0000-0000-8100-5500-020-000-000	Operation & Housekeeping Services	Janitorial Service - April 2022	<b>\$8,270.00</b>
40000050	4/14/2022	Law Offices of Young, Minney, & Corr, LLP	\$3,244.00	62-0000-0000-7100-5805-020-000-000	Legal Services	Services Through 01/31/22	<b>\$2,392.35</b>
				62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	Services Through 01/31/22	<b>\$14.65</b>
				62-0000-0000-7100-5805-020-000-000	Legal Services	Services Through 03/31/22	<b>\$837.00</b>
40000047	4/14/2022	Teachers on Reserve	\$668.26	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Services - 03/14/22 - 03/18/22	<b>\$668.26</b>
40000043	4/14/2022	PGedeon Consulting, LLC	\$6,500.00	62-3213-1110-1000-5810-020-000-000	Educational Consultants	Substitute Principal - 03/14/22 - 03/31/22	<b>\$6,500.00</b>
40000042	4/14/2022	Teresa McGinley	\$9,260.00	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Mentoring & Curriculum Development/Design/Prep	<b>\$9,260.00</b>
40000038	4/14/2022	East Bay Municipal Utility District	\$1,604.17	62-0000-0000-8100-5501-020-000-000	Utilities	Water & Waste Charges - 01/19/22 - 03/21/22	<b>\$913.46</b>
				62-0000-0000-8100-5501-020-000-000	Utilities	Water & Waste Charges - 11/15/21 - 01/19/22	<b>\$690.71</b>
40000039	4/14/2022	Laura Flaxman	\$3,187.50	62-0000-1110-1000-5810-020-000-000	Educational Consultants	March 2022 Teacher Observation for Credentials	<b>\$750.00</b>
				62-0000-1110-1000-5810-020-000-000	Educational Consultants	January 2022 Teacher Observation for Credentials	<b>\$2,031.25</b>
				62-0000-1110-1000-5810-020-000-000	Educational Consultants	Oct & Nov 2021 Teacher Observation for Credentials	<b>\$406.25</b>



40000040	4/14/2022	Silvia Guzman	\$880.00	62-4203-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Interpretation Services - 01/10/22 - 02/17/22	\$880.00
40000036	4/14/2022	MB	\$1,215.00	62-0000-0000-7200-5807-020-000-000	Legal Settlements	Settlement Reimbursements - 04/10/22 - 04/12/22	\$1,215.00
40000037	4/14/2022	Adrienne Barnes	\$7,933.73	62-0000-1110-1000-4410-020-000-000	Software and Software Licensing	REIMB: Timesheet Mobile - 03/28/22	\$113.69
				62-0000-1110-1000-5810-020-000-000	Educational Consultants	REIMB: Placement Fee - 03/28/22 - 04/04/22	\$5,433.28
				62-0000-1110-1000-5810-020-000-000	Educational Consultants	REIMB: Placement Fee - 03/21/22	\$2,386.76
40000035	4/14/2022	Adriana San Millan School Psychology and Special Ed Svs LLC	\$14,375.00	62-6500-5760-1190-5810-020-000-000	Educational Consultants	Virtual IEP Attendance - 03/09/22	\$295.00
				62-6500-5760-1190-5810-020-000-000	Educational Consultants	Behavior Assessment, Intervention Plan - 03/29/2022-04/04/22	\$11,990.00
				62-0000-0000-0000-9500-020-000-000	Accounts Payable-System	Behavior Assessment, Intervention Plan - 03/29/2022-04/04/22	\$2,090.00
40000057	4/26/2022	Swing Education, Inc.	\$1,200.00	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Services - 04/09/22 - 04/15/22	\$1,200.00
40000053	4/26/2022	Charter School Management Corporation	\$6,667.00	62-0000-0000-7300-5873-020-000-000	Financial Services	May 2022 Business Back Office Monthly Support	\$2,000.10
				62-0000-1110-2700-5873-020-000-000	Financial Services	May 2022 Business Back Office Monthly Support	\$4,666.90
40000052	4/26/2022	Amazon Capital Services	\$2,902.04	62-0000-0000-8100-4381-020-000-000	Plant Maintenance	Trash Can Liners	\$748.55
				62-3212-0000-2700-4300-020-000-000	Materials & Supplies	Disinfecting Wipes	\$247.50
				62-0000-0000-2700-5820-020-000-000	Fundraising Expense	Raffle Tickets	\$51.75
				62-6300-1110-1000-4315-020-000-000	Classroom Materials & Supplies	Headphones	\$150.12
				62-6300-1110-1000-4315-020-000-000	Classroom Materials & Supplies	Pencils	\$66.10
				62-0000-0000-2700-4300-020-000-000	Materials & Supplies	Crackers	\$17.94

				62-6300-1110-1000-4315-020-000-000	Classroom Materials & Supplies	Paper Flowers - Art Supplies	<b>\$13.18</b>
				62-3212-0000-2700-4300-020-000-000	Materials & Supplies	Hand Sanitizer	<b>\$347.23</b>
				62-3212-0000-2700-4300-020-000-000	Materials & Supplies	Face Masks	<b>\$425.55</b>
				62-0000-0000-2700-4300-020-000-000	Materials & Supplies	Lightweight Backpack	<b>\$347.02</b>
				62-6300-1110-1000-4315-020-000-000	Classroom Materials & Supplies	Yarn - Art Supplies	<b>\$43.99</b>
				62-0000-0000-2100-4400-020-000-000	Noncapitalized Equipment	Portable Wireless Speaker	<b>\$187.41</b>
				62-6300-1110-1000-4200-020-000-000	Books & Other Reference Materials	Charlie and the Chocolate Factory	<b>\$135.60</b>
				62-0000-0000-2700-4300-020-000-000	Materials & Supplies	Webcam	<b>\$31.96</b>
				62-6300-1110-1000-4315-020-000-000	Classroom Materials & Supplies	Paper Flowers - Art Supplies	<b>\$26.36</b>
				62-0000-0000-8100-4381-020-000-000	Plant Maintenance	Cleaner	<b>\$61.78</b>
40000051	4/26/2022	Adriana San Millan School Psychology and Special Ed Svs LLC	\$4,500.00	62-6500-5760-1190-5810-020-000-000	Educational Consultants	Behavior Assessment & Intervention Plan - 04/18/22	<b>\$4,500.00</b>
40000056	4/26/2022	Kimberly Palmore	\$760.00	62-0000-1110-1000-4410-020-000-000	Software and Software Licensing	REIMB: SBAC Testing Licenses - 04/13/22	<b>\$760.00</b>
40000061	4/26/2022	Cheryl Serame-Turk	\$1,050.00	62-0000-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Entertainment for CSCE Gala - 04/22/22	<b>\$1,050.00</b>
40000059	4/26/2022	Scholastic Book Fairs - 10	\$3,228.77	62-0000-0000-2700-5820-020-000-000	Fundraising Expense	Book Fair Sales	<b>\$3,228.77</b>
40000054	4/26/2022	Hanna Forde	\$41.43	62-6300-1110-1000-4315-020-000-000	Classroom Materials & Supplies	REIMB: Amazon - Diploma - 04/13/22	<b>\$8.37</b>
				62-6300-1110-1000-4315-020-000-000	Classroom Materials & Supplies	REIMB: Amazon - Chart Paper - 04/13/22	<b>\$33.06</b>
40000055	4/26/2022	Carol A Hill	\$250.00	62-0000-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	CCSPP Implementation Grant / Narrative - 04/10/22	<b>\$250.00</b>

40000062	4/26/2022	Waste Management Of Alameda County	\$22.09	62-0000-0000-8100-5501-020-000-000	Utilities	Late Charges - 10/16/21 - Invoice 3723916	\$22.09
40000063	4/26/2022	Waste Management Of Alameda County	\$1,742.87	62-0000-0000-8100-5501-020-000-000	Utilities	Trash Service & Late Fee - 03/16/22 - 03/31/22	\$1,742.87
40000060	4/26/2022	Teachers on Reserve	\$334.13	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Services - 03/28/22 - 04/01/22	\$334.13
40000058	4/26/2022	Seneca Family of Agencies	\$10,013.00	62-6512-5760-1190-5810-020-000-000	Educational Consultants	Tuition Catalyst - March 2022	\$3,780.00
				62-6512-5760-1190-5810-020-000-000	Educational Consultants	Catalyst District MH-CM - March 2022	\$6,233.00
<b>Total Check Amount</b>			<b>\$244,682.48</b>	<b>Total GL Amount</b>			<b>\$244,682.48</b>

## Coversheet

### Approve Minutes Special Board Meeting - Wednesday, April 20th, 2022

**Section:** II. Consent Agenda  
**Item:** D. Approve Minutes Special Board Meeting - Wednesday, April 20th, 2022  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for CSCE Special Board Meeting - Wednesday, April 20, 22 on April 20, 2022

APPROVED



## Community School for Creative Education

# Minutes

### CSCE Special Board Meeting - Wednesday, April 20, 22

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#### **Date and Time**

Wednesday April 20, 2022 at 6:00 PM

#### **Location**

Join Zoom Meeting

<https://zoom.us/j/95930595187?pwd=OTVYM1IFNG5YNTVjRk9tTEJwM1Nkdz09>

Meeting ID: 959 3059 5187 Passcode: CSCE2111

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Join Zoom Meeting

<https://zoom.us/j/95930595187?pwd=OTVYM1IFNG5YNTVjRk9tTEJwM1Nkdz09>

Meeting ID: 959 3059 5187

Passcode: CSCE2111

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#### **Directors Present**

A. Barnes (remote), A. Prentiss (remote), G. Lowe (remote), G. Pang (remote), M. Candido (remote), S. Richardson Baker (remote), V. Navarro (remote)

#### **Directors Absent**

L. Morones

#### **Directors who arrived after the meeting opened**

G. Lowe, M. Candido

#### **Directors who left before the meeting adjourned**

M. Candido, V. Navarro

#### **Guests Present**

I. Oberman (remote), K. Palmore (remote), R. Alcantar (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

S. Richardson Baker called a meeting of the board of directors of Community School for Creative Education to order on Wednesday Apr 20, 2022 at 6:11 PM.

### C. Agenda Approval

A. Barnes made a motion to Approve Agenda Approval removing Consent Agenda since we met on Monday.

V. Navarro seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

G. Pang	Aye
G. Lowe	Absent
S. Richardson Baker	Aye
M. Candido	Absent
L. Morones	Absent
A. Barnes	Aye
A. Prentiss	Aye
V. Navarro	Aye

### D. Public Comment

## II. Governance

### A. ED Report regarding 2022-23

M. Candido arrived.

G. Lowe arrived.

### B. Financial Report regarding Org Chart 2022-23

V. Navarro left.

### C. Org Chart 2022-23

A. Prentiss made a motion to Approve Org Chart 2022-23 1. If it should come back from authorizer as a material change Board will convene 2. Indicate that the Dir of Finance report to Board instead of Head of Schools.

G. Pang seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

A. Prentiss	Abstain
G. Pang	Aye
M. Candido	Aye
A. Barnes	No
S. Richardson Baker	No
V. Navarro	Absent
G. Lowe	Aye
L. Morones	Absent

M. Candido left.

**D. Job Description Head of Schools 2022-23**

G. Lowe made a motion to Approve Job Description of Head of Schools 2022-23 with one amendment.

A. Prentiss seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

L. Morones	Absent
G. Pang	Aye
S. Richardson Baker	Aye
V. Navarro	Absent
A. Barnes	Aye
G. Lowe	Aye
A. Prentiss	Aye
M. Candido	Absent

**E. New Positions Job Descriptions 2022-23**

A. Barnes made a motion to Approve New Positions Job Descriptions 2022-23 with 1 bullet point amendment and to align with 22-23 Org Chart.

A. Prentiss seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

L. Morones	Absent
G. Pang	Aye
M. Candido	Absent
S. Richardson Baker	Aye
V. Navarro	Absent
A. Prentiss	Aye
A. Barnes	Aye
G. Lowe	Aye

**F. Interim Board Chair Update**

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:45 PM.

Respectfully Submitted,  
S. Richardson Baker

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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 Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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 Governing Board may request assistance by contacting Community School for Creative Education, 2111 International Boulevard, Oakland CA 94606 510 686 4131.

FOR MORE INFORMATION For more information concerning this agenda or for materials relating to this meeting, please contact Community School for Creative Education, 2111 International Blvd., Oakland CA 94606, tel: 510 686 4131; em: [info@communityschoolforcreativeeducation.org](mailto:info@communityschoolforcreativeeducation.org). For copies of this agenda and for agendas and minutes of prior meetings, visit our website ([www.communityschoolforcreativeeducation.org](http://www.communityschoolforcreativeeducation.org)).



# Coversheet

## CSCE Engagement and Use of Legal Counsel Policy

**Section:** V. Governance  
**Item:** E. CSCE Engagement and Use of Legal Counsel Policy  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
CSCE Engagement and Use of Legal Counsel Policy (050922).doc

Adopted:  
Revision Date:

**COMMUNITY SCHOOL FOR CREATIVE EDUCATION  
ENGAGEMENT AND USE OF LEGAL COUNSEL POLICY**

**PURPOSE**

The Community School for Creative Education (the “Charter School”) Board of Directors retains legal counsel from time-to-time to provide advice and representation in various matters, including but not limited to board governance, labor and employment, student rights and discipline, special education, facilities, school development and defense, public law, litigation, investigations, contract negotiations, and governmental relations matters. The selection of appropriate legal counsel can be crucial to the Charter School’s success in a particular matter. Furthermore, certain law firm relationships can become strategically important to the Charter School with those firms acting as historical repositories of the Charter School’s information. The Charter School also has a strong interest in making sure its matters are handled effectively and efficiently – at the lowest expense possible – and the Charter School believes this is best achieved when the Board of Directors, in consultation with the Executive Director, the Board Chair, and/or the Vice-Chair, maintains and/or delegates oversight of legal counsel’s activities. To promote these goals, the Charter School Board of Directors hereby adopts the following policy for the retention and use of legal counsel on behalf of the Charter School.

**POLICY**

The Board of Directors must approve legal services agreements, and no lawyer or law firm shall be retained or requested to perform work without such approval. Once the agreement is approved, the Executive Director assigns and oversees most work of legal counsel. From time-to-time, the Board Chair may also consult with and direct legal counsel in between Board meetings regarding Board matters or matters for which the Executive Director has a conflict of interest. In the event that the Board Chair is unavailable, the Board Vice Chair shall have the authority to consult with and direct legal counsel in between meetings about Board matters or matters for which the Executive Director has a conflict of interest. No other member of the Board shall have the authority to consult with or direct legal counsel between meetings except with the permission of the Executive Director, Chair, Vice Chair (if the Chair is unavailable), or a majority of the full Board. Ultimate authority to direct legal counsel shall rest with a majority of the full Board of Directors, and direction provided by the Board will supersede any direction provided by the Chair, Vice Chair or Executive Director.

Charter School employees and/or individual board members seeking legal advice related to Charter School business or affairs must first discuss the matter with the Executive Director, the Board Chair, and/or the Vice-Chair, as appropriate, and gain permission to call legal counsel.

# Coversheet

## Supplemental LCAP 2021-22

**Section:** V. Governance  
**Item:** H. Supplemental LCAP 2021-22  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
FIN FiN Board Memo Re 21-22 Supplemental LCAP .docx  
FINAL 5\_9\_22 Board Memo Re Supplemental LCAP and Docet List for Public Hearing & Approval before 6\_20\_22.docx.pdf



社羣創新學校  
Escuela Comunitaria de Educación Educativa  
Trường Học Cộng Đồng Cho Sáng Kiến Học Tập

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## **Board Docket Memo 6p-8p May 9 2022**

**From: CSCE Staff  
To: CSCE Board  
Re: Agenda Item:21-22 Supplemental LCAP**

**This Item Will Be Deferred In Consultation with  
Our Authorizer**

**Staff Will Update Board on Status at May 9 2022  
Board Meeting At This Point in Agenda**



社羣創新學校  
Escuela Comunitaria de Educación Educativa  
Trường Học Cộng Đồng Cho Sáng Kiến Học Tập

**Board Docket Memo  
May 9 2022**

**From:** CSCE Staff Dr Oberman  
**To:** CSCE Board  
**Re:** Agenda Item:21-22 Supplemental LCAP

**In Consultation with Our Authorizer, the Agenda Items 21-22 Supplemental LCAP Will Be Deferred to the next Board Meeting**

**Staff Asks that Board Set One Additional June 2022 Board Meeting For This Report and 5 Others below.**

**Purpose of Additional June Board Meeting:**

**Document List to Be Heard at First June Board Meeting And Approved at Second June Board Meeting:**

1. 2022-23 Budget Overview for Parents
2. 2021-22 Supplemental LCAP
3. 2022-23 LCAP
4. Action Tables for the 2022-23 LCAP
5. Instructions for the LCAP Template
6. 2022-23 Budget

**Suggested Date For Extra Board Meeting: Can you do...**

1. Monday June 6 6-8 Y N

**Suggested Dates For Final Board Meeting & Retreat: Can you do...**

1. a. Saturday June 11 9a-12 Y N  
b. Saturday June 11 10a-1p Y N
2. a. Sunday June 12 9a-12p Y N  
b. Sunday June 12 10a-1p Y N

**Respectfully,**

**Staff: Dr Oberman, CSCE ED and Founder**

# Coversheet

## IS Addendum per J13

**Section:** V. Governance  
**Item:** I. IS Addendum per J13  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** IS Addendum.pdf



## 2021-2022 Independent Study Policy Addendum

### **Independent Study Plan Certification for Emergency Closures**

In the event of an emergency closure at CSCE for conditions described in *Education Code Section 41422*, CSCE will offer independent study within 10 days of the first day of a school closure for material decrease.

#### *Education Code Section 41422*

*(a) A school district, county office of education, or charter school that is prevented from maintaining its schools during a fiscal year for at least 175 days or is required to operate sessions of shorter length than otherwise prescribed by law because of fire, flood, earthquake, or epidemic, or because of any order of any military officer of the United States or of the state to meet an emergency created by war, or of any civil officer of the United States, of the state, or of any county, city and county, or city authorized to issue that order to meet an emergency created by war, or because of other extraordinary conditions, or because of inability to secure or hold a teacher, or because of the illness of the teacher, which fact shall be shown to the satisfaction of the Superintendent by the affidavits of the members of the governing board of the school district, the governing board of the county office of education, or the governing board or body of the charter school and of the county superintendent of schools, shall receive the same apportionment from the State School Fund as it would have received had it not been so prevented from maintaining school for at least 175 full-length days.*

*(b) This section shall also apply to school districts, county offices of education, or charter schools that, in the absence of one or more of the conditions prescribed by this section, would have qualified for funds pursuant to Sections 46200 to 46208, inclusive, or Section 47612.5, as applicable.*

# Coversheet

## 21-22 Academic Calendar Amendment

**Section:** V. Governance  
**Item:** J. 21-22 Academic Calendar Amendment  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
2021-22 CSCE Master Calendar 5.6.2022 - Academic Calendar.pdf



# 2021 - 2022 Academic Calendar\*



JULY						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
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AUGUST						
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29	30	31				

SEPTEMBER						
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July 5	Independence Day (Observed)
Aug 2-6	Professional Development
<b>Aug 9</b>	<b>First Day of School</b>
Sept 3	Professional Development
Sept 6	Labor Day

17/22

20/21

OCTOBER						
S	M	T	W	T	F	S
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31						

NOVEMBER						
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DECEMBER						
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Oct 11	Indigenous People's Day
Nov 11	Veteran's Day
Nov 15-18	Parent Conferences - Amended Schedule
Nov 19	Parent Conferences-No School
Nov 22-26	Thanksgiving Recess
<b>Nov 29</b>	<b>Return to School</b>
Dec 20-31	Winter Recess

20/20

15/16

13/13

JANUARY						
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FEBRUARY						
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MARCH						
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<b>Jan 3</b>	<b>Return to School</b>
Jan 14	Professional Development
Jan 17	Martin Luther King, Jr. Day
Feb 21	President's Day
Mar 7-11	Parent Conferences - Amended Schedule

19/20

19/19

23/23

APRIL						
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MAY						
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JUNE						
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Apr 1	Cesar Chavez Day
Apr 4-8	Spring Break
<b>Apr 11</b>	<b>Return to School</b>
May 23-27	Minimum Days
<b>May 27</b>	<b>Last Day of School</b>
May 31	Staff Work Day
May 30	Memorial Day
<b>June 6</b>	<b>Start Summer Session</b>

15/15

18/21

Minimum Day	Return to School
Non-School Day	End Trimester

179/189

Grading Period Dates	
Individual student report cards will be sent home within two weeks of trimester end.	
Nov 5	End 1st Trimester
Feb 25	End 2nd Trimester
May 25	End 3rd Trimester

School Hours (Traditional Day - may be modified due to COVID-19)
8:00 AM - Breakfast Available
8:30 AM - School Day begins for all students (TK-8)
2:30 PM - Dismissal for Transitional Kindergarten and Kindergarten, except Wednesdays
3:30 PM - Dismissal for 1st-8th grades, except Wednesdays
12:45 PM Wednesdays - Dismissal for all students

Board approved as of 5/20/2021. \*Subject to change due to COVID-19 and potential County, State, and Federal Guidelines.  
Updated on 5/6/22.

# Coversheet

## 22-23 Academic Calendar

**Section:** V. Governance  
**Item:** K. 22-23 Academic Calendar  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 22-23 Academic Calendar DRAFT.pdf

# 2022 - 2023 Academic Calendar



(Updated 5/6/2022)

JULY						
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31						

AUGUST						
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SEPTEMBER						
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July 4	Independence Day
Aug 1-5	All Staff Professional Development
Aug 8	<b>First Day of School</b>
Aug 24	Back to School Night TK - 3
Aug 31	Back to School Night 4 - 8
Sept 5	Labor Day
Sept 9	All Staff Professional Development
Sept 30	Picture Day

OCTOBER						
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30	31					

NOVEMBER						
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DECEMBER						
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24	25	26	27	28	29	30
31						

Oct 28	All Staff Professional Development
Nov 11	Veteran's Day
Nov 14 - 15	Parent Conferences (Minimum)
Nov 15	Parent Conferences (No School)
Nov 18	Retakes Picture Day
Nov 21-25	Thanksgiving Recess
<b>Nov 28</b>	<b>Return to School</b>
Dec 19-30	Winter Recess

JANUARY						
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FEBRUARY						
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MARCH						
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Jan 2	Winter Recess
<b>Jan 3</b>	<b>Return to School / Minimum Day</b>
Jan 16	Martin Luther King, Jr. Day
Jan 30	Minimum Day
Feb 17	All Staff Professional Development
Feb 20	President's Day
Mar 2	Parent Conferences (Minimum)
Mar 3	Parent Conferences (No School)
Mar 9	Spring Picture Day
Mar 28	Graduation
Mar 31	Cesar Chavez Day

APRIL						
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MAY						
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JUNE						
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Apr 3-7	Spring Break
<b>Apr 10</b>	<b>Return to School</b>
Apr 18	Panoramic
May 19	All Staff Professional Development
May 29	Memorial Day Holiday
May 22 - 25	Minimum Day
<b>May 25</b>	<b>Last Day of School</b>
May 26, 30, 31	Staff work day
June 5	Start Summer Session
June 30	End of Summer Session

Grading Period Dates	
Individual student report cards will be sent home within one week of trimester end.	
Sept 16	Mid-term progress report
Nov 4	End 1st Trimester
Jan 13	Mid-term progress report
Feb 24	End 2nd Trimester
Apr 14	Mid-term progress report
May 25	End 3rd Trimester

Minimum Day	Return to School
Non-School Day	End Trimester

School Hours
<b>8:00 AM</b> - Breakfast available in Cafeteria
<b>8:30 AM</b> - School Day begins for <b>all</b> students (TK-8)
<b>2:30 PM</b> - Dismissal for <b>Transitional Kindergarten</b> and <b>Kindergarten</b> , <i>except Wednesdays</i>
<b>3:30 PM</b> - Dismissal for <b>1st-8th grades</b> , <i>except Wednesdays</i>
<b>12:45 PM Wednesdays</b> - Dismissal for <b>all</b> students

\*Draft pending CSCE Board approval

# Coversheet

## Contract: Instruction Partners 2022-2023

**Section:** V. Governance  
**Item:** L. Contract: Instruction Partners 2022-2023  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
Proposal for Parntership Community School for Creative Education.SY2223.Proposal  
1.Rev.20220328.jpg

# Proposal for Partnership

Community School for Creative Education | March 28, 2022

Instruction Partners helps instructional leaders strengthen sustainable, content-specific professional learning systems so that teachers can deliver exceptional Tier 1 instruction that addresses every student's learning needs. Our partnership model focuses on supporting schools through recurring cycles of improvement, grounded in the needs of priority students and bookended by a beginning-of-year launch and end-of-year review.

## Build and add capacity

Tailored, context-specific support for teachers, coaches, and leadership teams, aligned to your action plan and adjusted based on continuous progress monitoring



## Observe and collect evidence

- Classroom walkthroughs
- Teacher focus groups
- Implementation data
- Professional learning structures

## Reflect and create action plan

- Observation and data debrief, grounded in priority students
- Root cause analysis
- Determine focus of work and progress monitoring metrics

# Coversheet

## Register to Vote on home page

**Section:** V. Governance  
**Item:** M. Register to Vote on home page  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** CSCE Partner VR Form 2021 .pdf

WHEN WE ALL  VOTE



# YOUR VOTE IS YOUR VOICE.

We are working with When We All Vote to make sure every eligible person is registered to vote.  
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When We All Vote is a non-profit, nonpartisan organization that is on a mission to increase participation in every election and close the race and age voting gap by changing the culture around voting, harnessing grassroots energy, and through strategic partnerships to reach every American.

WHEN WE ALL  VOTE



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# Coversheet

## Finance Update

**Section:** VI. Finance  
**Item:** A. Finance Update  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** CSCE 2223 Budget Finance Multi Year Projection Overview.pdf  
CSCE 2223 Budget Finance Narrative (1).pdf

Budget Summary

**CSCE**  
**Budget Summary**



<i>Enrollment</i>	202	200	240	280	280
<i>ADA %</i>	185.84	188.00	228.00	266.00	266.00

SACS Code Description		2021-22	2022-23	2023-24	2024-25	2025-26
<b>Revenue</b>						
	State LCFF Revenue	2,077,743	2,210,123	2,762,013	3,283,552	3,405,007
	Federal Revenue	644,036	822,927	624,189	304,437	304,437
	Other State Revenue	398,922	563,202	288,053	297,611	297,798
	Local Revenue	264,615	280,560	294,547	294,547	294,547
<b>Total Revenue</b>		<b>\$ 3,385,316</b>	<b>\$ 3,876,812</b>	<b>\$ 3,968,802</b>	<b>\$ 4,180,147</b>	<b>\$ 4,301,789</b>
<b>Expenses</b>						
1000	Certificated Salaries	924,689	1,281,527	1,319,973	1,424,572	1,467,310
2000	Classified Salaries	762,283	697,854	718,790	740,353	762,564
3000	Benefits	387,156	489,018	532,699	570,680	587,801
	<i><b>Total Personnel Expense</b></i>	<i><b>2,074,128</b></i>	<i><b>2,468,400</b></i>	<i><b>2,571,462</b></i>	<i><b>2,735,606</b></i>	<i><b>2,817,674</b></i>
4000	Books and Supplies	242,159	178,802	182,378	186,026	189,746
5000	Services and Other Operating Expenses	1,126,660	1,096,714	1,128,847	1,154,287	1,176,130
6000	Capital Outlay -	58,643	58,643	58,643		
7000	Other Outgoing					
<b>Total Expenses</b>		<b>\$ 3,501,591</b>	<b>\$ 3,802,559</b>	<b>\$ 3,941,330</b>	<b>\$ 4,075,918</b>	<b>\$ 4,183,551</b>
<b>Surplus / (Deficit)</b>		<b>\$ (116,275)</b>	<b>\$ 74,253</b>	<b>\$ 27,472</b>	<b>\$ 104,229</b>	<b>\$ 118,238</b>
As a % of LCFF Revenue		-6%	3%	1%	3%	3%
		<b>\$ (116,275)</b>	<b>\$ 74,253</b>	<b>\$ 27,472</b>	<b>\$ 104,229</b>	<b>\$ 118,238</b>
<b>Beginning Fund Balance</b>		<b>1,990,451</b>	<b>1,874,176</b>	<b>1,948,429</b>	<b>1,975,901</b>	<b>2,080,130</b>
<b>Ending Balance</b>		<b>\$ 1,874,176</b>	<b>\$ 1,948,429</b>	<b>\$ 1,975,901</b>	<b>\$ 2,080,130</b>	<b>\$ 2,198,368</b>

# 2022-23 Budget Narrative - CSCE

## General Assumptions:

Enrollment	200
ADA %	94%
Funded ADA	188

## Revenue:

### LCFF Sources

The LCFF calculator reflects ADA of 188 and includes the projected 5.11% Cola. The cola is now projected to be 6.56% which has not been included yet.

### Federal Revenue

We are expecting to expend our ESSER II funds completely and a portion of our ESSER III funds. We are still working on finalizing spending in 21/22 to determine the exact budget projections.

### State Revenue

In addition to our normal State Funding (Mandate Block Grant, Lottery, Nutrition), we are planning to receive Kitchen funds \$31,785, ELO funds \$34,790, ELO-P funds \$163,058 and PreK funds (55,510).

### Other Local Revenue

No changes here yet.

## Expenditures:

Salaries and benefits recognize new hires and known changes.

Books and Supplies & Services and Other Operating Expenditures – We have identified some object codes that need some analysis to determine projected expenditures.

## Projected Surplus/(Deficit)

Excess/(Deficit) **\$ 74,253**