

Objective and 5 BIG GOALS

CSCE annual objective is reaching 80% proficiency in ELA and Math for all student groups grades 3-8 measured by NWEA MAP.

To achieve this school-wide objective over the next two years, the CSCE has FIVE BIG GOALS

Goal #1: Develop Waldorf-inspired, Common Core-aligned and equity-focused curriculum;

Goal #2: Test and document Waldorf-inspired, Common Core-aligned practices as measured in student and adult learning outcomes;

Goal #3: Maintain a well-operated school environment in Operations, HR and Budget;

Goal #4: Maintain effective community outreach (including parents, community partners, policy and research community); and

Goal #5: Launch long-term fundraising strategy for scale-up with financial stability

BOARD MEMBERS

1. Adrienne Barnes
2. Allegra Alessandri
3. Anastasia Prentiss
4. Grace Pang
5. Kevin Ary
6. Lesbhia Morones
7. Martha Candido

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Record Attendance		Raul Alcantar	3 m
B. Call the Meeting to Order		Anastasia Prentiss	3 m
C. Agenda Approval	Vote	Anastasia Prentiss	3 m
D. Public Comment	Discuss	Anastasia Prentiss	5 m

	Purpose	Presenter	Time
II. Consent Agenda			6:14 PM
A. Approve Minutes - Monday, December 5th, 2022	Approve Minutes	Anastasia Prentiss	2 m
B. December Check Register	Vote	Kimberly Palmore	2 m
III. Committee Updates			6:18 PM
A. Academic Excellence Committee	Discuss	Anastasia Prentiss	5 m
B. Development Committee	Discuss	Kimberly Palmore	5 m
C. Finance Committee	Discuss	Adrienne Barnes	5 m
D. Governance Committee	Discuss	Anastasia Prentiss	5 m
E. Facilities Committee	Discuss	Phillip Gedeon	7 m
IV. Academic Excellence			6:45 PM
A. Review of Assembly Bill 1505 - Criteria for Charter Renewal	Discuss	Phillip Gedeon	15 m
B. CSCE CA Achievement Data Comparison	Discuss	Phillip Gedeon	15 m
C. PowerSchool Data Dashboard and Attendance Communication Contract	Discuss	Phillip Gedeon	10 m
D. Approval of local indicators for CA Dashboard	Vote	Phillip Gedeon	10 m
V. Development			7:35 PM
A. Facilities Update and Next Steps	Vote	Phillip Gedeon	15 m
VI. Finance			
VII. Governance			7:50 PM

	Purpose	Presenter	Time
A. ASES Authorized Agent Resolution	Vote	Kimberly Palmore	5 m
B. COVID Policy Update	Vote	Kimberly Palmore	10 m
C. CSCE BOT Board Goals Tracking Dashboard	Discuss	Phillip Gedeon	10 m
D. CSCE BOT Board Composition Profile	Discuss	Phillip Gedeon	10 m
E. Revised CSCE Board Meeting for 22-23 School Year	Vote	Anastasia Prentiss	10 m
F. February Board Retreat Agenda Items Discussion	Discuss	Anastasia Prentiss	10 m
G. CCSA Board Meeting Conference Dates	Discuss	Phillip Gedeon	5 m

VIII. Other Items

NEW UPDATED DATES

IX. Closing Items

8:50 PM

A. Adjourn Meeting	Vote	Anastasia Prentiss	1 m
---------------------------	------	--------------------	-----

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. For copies of this agenda and for agendas and minutes of prior meetings, visit our website (www.communityschoolforcreativeeducation.org).

Coversheet

Approve Minutes - Monday, December 5th, 2022

Section: II. Consent Agenda
Item: A. Approve Minutes - Monday, December 5th, 2022
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for CSCE Board Meeting - Monday, December 5th, 2022 on December 5, 2022

APPROVED



Community School for Creative Education

Minutes

CSCE Board Meeting - Monday, December 5th, 2022

Date and Time

Monday December 5, 2022 at 6:00 PM

Location

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

Meeting ID: 959 3059 5187 Passcode: CSCE2111

Join Zoom Meeting

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

Meeting ID: 959 3059 5187 Passcode: CSCE2111

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.

尋找到健康之社交生活，就是當每個人對著鏡子 能從整個社區的影像中找到自己的反映，這樣在社區內每人都能活出精彩。

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

Objective and 5 BIG GOALS

CSCE annual objective is reaching 80% proficiency in ELA and Math for all student groups grades 3-8 measured by NWEA MAP.

To achieve this school-wide objective over the next two years, the CSCE has FIVE BIG GOALS

- Goal #1:** Develop Waldorf-inspired, Common Core-aligned and equity-focused curriculum;
- Goal #2:** Test and document Waldorf-inspired, Common Core-aligned practices as measured in student and adult learning outcomes;
- Goal #3:** Maintain a well-operated school environment in Operations, HR and Budget;
- Goal #4:** Maintain effective community outreach (including parents, community partners, policy and research community); and
- Goal #5:** Launch long-term fundraising strategy for scale-up with financial stability

BOARD MEMBERS

1. Adrienne Barnes
2. Allegra Alessandri
3. Anastasia Prentiss
4. Grace Pang
5. Kevin Ary
6. Lesbhia Morones
7. Martha Candido

Directors Present

A. Alessandri (remote), A. Barnes (remote), A. Prentiss (remote), G. Pang (remote), K. Ary (remote), M. Candido (remote)

Directors Absent

L. Morones

Guests Present

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

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Prentiss called a meeting of the board of directors of Community School for Creative Education to order on Monday Dec 5, 2022 at 6:11 PM.

C. Agenda Approval

M. Candido made a motion to Approve Agenda as is and make Nov 7th Minutes own item.

A. Alessandri seconded the motion.

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

Roll Call

A. Barnes	Aye
K. Ary	Aye
G. Pang	Aye
A. Prentiss	Aye
M. Candido	Aye
A. Alessandri	Aye

Roll Call

L. Morones Absent

D. Public Comment

II. Consent Agenda

A. Resolution of Findings under AB 361

B. Approve Minutes - Monday, November 7th, 2022

A. Barnes made a motion to approve the minutes from CSCE Board Meeting - Monday, November 7, 2022 6-8PM on 11-07-22.

A. Alessandri seconded the motion.

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

Roll Call

A. Alessandri Aye

L. Morones Absent

A. Prentiss Aye

M. Candido Aye

A. Barnes Aye

G. Pang Aye

K. Ary Aye

C. October Check Register

A. Barnes made a motion to Approve October Check Register.

A. Alessandri seconded the motion.

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

Roll Call

L. Morones Absent

A. Barnes Aye

G. Pang Aye

A. Prentiss Aye

K. Ary Aye

M. Candido Aye

A. Alessandri Aye

D. November Check Register

A. Barnes made a motion to Approve November Check Register.

A. Alessandri seconded the motion.

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

Roll Call

A. Alessandri Aye

L. Morones Absent

A. Barnes Aye

A. Prentiss Aye

K. Ary Aye

G. Pang Aye

M. Candido Aye

M. Candido made a motion to Approve the Board to allow Executive Committee to approve November 7th Minutes.

K. Ary seconded the motion.

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

Roll Call

A. Prentiss Aye
A. Alessandri Aye
A. Barnes Abstain
M. Candido Aye
L. Morones Absent
G. Pang Aye
K. Ary Aye

III. Academic Excellence

A. CSCE CA Dashboard Overview

B. Teacher Shortage Statement of Need

K. Ary made a motion to Approve Teacher Shortage Statement of Need.
A. Alessandri seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Prentiss Aye
M. Candido Aye
A. Alessandri Aye
L. Morones Absent
K. Ary Aye
G. Pang Aye
A. Barnes Aye

IV. Finance

A. First Interim Report

A. Alessandri made a motion to Approve First Interim Report.
A. Barnes seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Candido Aye
G. Pang Aye
L. Morones Absent
K. Ary Aye
A. Alessandri Aye
A. Prentiss Aye
A. Barnes Aye

B. 2021-2022 Annual Audit Report

K. Ary made a motion to Approve 2021-2022 Annual Audit Report.
M. Candido seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Candido Aye
L. Morones Absent
G. Pang Aye
K. Ary Aye
A. Alessandri Aye

Roll Call

A. Prentiss Aye
A. Barnes Aye

C. Closing of Heritage Bank Account

A. Alessandri made a motion to Approve Closing of Heritage Bank Account.
K. Ary seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Alessandri Aye
A. Prentiss Aye
G. Pang Aye
L. Morones Absent
A. Barnes Aye
K. Ary Aye
M. Candido Aye

V. Governance

A. Removal of Board Member(s)

This item was removed.

B. Review of CSCE Board Job Description

A. Barnes made a motion to Approval of CSCE Board Job Description upon BOT review.
A. Alessandri seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Pang Aye
A. Alessandri Aye
A. Prentiss Aye
M. Candido Aye
L. Morones Absent
K. Ary Aye
A. Barnes Aye

C. Board Meeting Calendar for 2023

This item was tabled.

D. Board On Track Highlight - Board Member Profile

E. Head of School Report

F. Suicide Prevention Policy

K. Ary made a motion to Approve Suicide Prevention Policy.
M. Candido seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Morones Absent
G. Pang Aye
K. Ary Aye

Roll Call

M. Candido Aye
A. Alessandri Aye
A. Prentiss Aye
A. Barnes Aye

G. Facilities Update

VI. 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 9:27 PM.

Respectfully Submitted,
A. Barnes

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. For copies of this agenda and for agendas and minutes of prior meetings, visit our website (www.communityschoolforcreativeeducation.org).

Coversheet

December Check Register

Section: II. Consent Agenda
Item: B. December Check Register
Purpose: Vote
Submitted by:
Related Material: CSCE Check Register December 2022.pdf

Community School for Creative Education

Check Register 12/1/2022 through 12/31/2022

Payment Number	Payment Date	Payee Name	Rec Status	Check Amount	Account	Account Description	Transaction Description	Invoiced GL Amount
40000465	12/1/2022	Connie Davidson	Outstanding	\$5,400.00	62-0000-1110-1000-5210-020-000-000	Training & Development Expense	Consulting Services - October 2022	\$5,400.00
40000468	12/1/2022	Vision Service Plan - (CA)	Outstanding	\$151.89	62-0000-0000-2700-3401-020-000-000	Health & Welfare Benefits	December 2022 Premium	\$151.89
40000462	12/1/2022	Amazon Capital Services	Outstanding	\$642.65	62-0000-0000-2700-4400-020-000-000	Noncapitalized Equipment	Yealink SIP-T425S IP Phone (Renewed)	\$49.06
					62-0000-0000-2700-4300-020-000-000	Materials & Supplies	All Purpose Cleaner	\$26.36
					62-0000-0000-2700-4300-020-000-000	Materials & Supplies	Rolling Cart,Hooks,Window Tint,Stapler,Macbook Case,Scissors	\$271.75
					62-7028-0000-2700-4400-020-000-000	Noncapitalized Equipment	Short Stools for Classroom	\$295.48
40000466	12/1/2022	Walter Harris Jr.	Outstanding	\$1,950.00	62-3216-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Facilities Repairs and Maintenance	\$1,950.00
40000467	12/1/2022	School Outfitters	Outstanding	\$16,790.05	62-7028-0000-2700-4400-020-000-000	Noncapitalized Equipment	Cafeteria Bench/Table and Picnic Tables	\$16,790.05
40000463	12/1/2022	Raul J. Alcantar	Outstanding	\$300.00	62-0000-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Board Secretary Meeting - 11/7/22	\$300.00
40000464	12/1/2022	ChildCare Careers, LLC	Outstanding	\$2,597.04	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Teacher Services - 11/7/22 - 11/10/22	\$2,597.04
40000487	12/8/2022	Faisal Zedan	Outstanding	\$60.00	62-4203-1110-1000-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Arabic Translation Services 11/09/22 - 1.5 Hours	\$60.00
40000483	12/8/2022	Townsend Maintenance Co., LLC	Outstanding	\$8,270.00	62-3213-0000-8100-5500-020-000-000	Operation & Housekeeping Services	Janitorial Maintenance Services - DECEMBER 2022	\$8,270.00
40000475	12/8/2022	BoardOnTrack, Inc.	Outstanding	\$6,000.00	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Membership For The Term 07/01/2021 Through 06/30/2023	\$6,000.00
40000473	12/8/2022	Katherine Au, LMFT	Outstanding	\$880.00	62-6500-5760-1190-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	October 2022 - Individual Supervision - 7 Hours	\$560.00
					62-6500-5760-1190-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	November 2022 - Individual Supervision - 4 Hours	\$320.00

Community School for Creative Education

Check Register 12/1/2022 through 12/31/2022

40000474	12/8/2022	Blaisdell's Business Products	Outstanding	\$526.95	62-0000-0000-8100-4381-020-000-000	Materials For Plant Maintenance	Foam Soap, Towel Dispenser, Paper, Temp Fuel Charge	\$373.57
					62-0000-0000-8100-4381-020-000-000	Materials For Plant Maintenance	Towel Dispenser - QTY 2	\$76.69
					62-0000-0000-8100-4381-020-000-000	Materials For Plant Maintenance	Towel Dispenser - QTY 2	\$76.69
40000469	12/8/2022	Alameda County Office of Education	Outstanding	\$36,425.30	62-0000-0000-0000-9503-020-000-000	Accrued STRS	November 2022 STRS	\$36,425.30
40000471	12/8/2022	Adriana San Millan School Psychology and Special Ed Svs LLC	Outstanding	\$1,400.00	62-6500-5760-1190-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	IEP Attendance (Virtual) by Jessica Perez	\$1,400.00
40000470	12/8/2022	Attitudinal Healing Connection, Inc.	Outstanding	\$29,862.96	62-6010-1110-1000-5810-020-000-000	Educational Consultants	FY 2022-2023 Contracted Services at CSCE	\$14,931.48
					62-6010-1110-1000-5810-020-000-000	Educational Consultants	FY 2022-2023 Contracted Services at CSCE	\$14,931.48
40000472	12/8/2022	Amazon Capital Services	Outstanding	\$347.65	62-0000-0000-2700-4300-020-000-000	Materials & Supplies	Raffle Tickets - 4 Rolls of 2,000 - QTY 2	\$52.80
					62-0000-0000-2700-4300-020-000-000	Materials & Supplies	Zip Poly Plastic Bags and Facial Tissue	\$294.85
40000478	12/8/2022	Carol A Hill	Outstanding	\$200.00	62-0000-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Job: Editing - 2022 Annual Report - 4 Hours	\$200.00
40000485	12/8/2022	Xobee Networks Inc	Outstanding	\$108.00	62-0000-1110-2700-5900-020-000-000	Communications	Monthly Communications Service Charges - DECEMBER 2022	\$108.00
40000488	12/8/2022	Haley Zanze	Outstanding	\$159.50	62-0000-1110-1000-5830-020-104-000	Field Trip Expenses	REIMB: Field Trip Chaperone Admission - 11/10/22	\$109.50
					62-0000-0000-2700-4300-020-000-000	Materials & Supplies	REIMB: Harvest Festival Supplies - 10/23/22	\$50.00
40000480	12/8/2022	Panorama Education, Inc.	Outstanding	\$4,500.00	62-0000-1110-1000-4410-020-000-000	Software and Software Licensing	Panorama Platform License Fee:	\$3,000.00
					62-0000-1110-1000-4410-020-000-000	Software and Software Licensing	Access to Platform and Support	\$500.00

Community School for Creative Education

Check Register 12/1/2022 through 12/31/2022

					62-0000-1110-1000-4410-020-000-000	Software and Software Licensing	Panorama Platform License Fee: Family Surveys	\$1,000.00
40000482	12/8/2022	Seneca Family of Agencies	Outstanding	\$10,185.00	62-6546-5760-1190-5810-020-000-000	Educational Consultants	Tuition Catalyst - T. Brandon - Units: 21 - 09/30/22	\$4,200.00
					62-6546-5760-1190-5810-020-000-000	Educational Consultants	Catalyst District MH_CM - T. Brandon - Units: 21 - 09/30/22	\$5,985.00
40000484	12/8/2022	Teachers on Reserve	Outstanding	\$379.12	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Teacher - 8 Hours - Week of 11/14/22 - 11/18/22	\$379.12
40000486	12/8/2022	Law Offices of Young, Minney, & Corr, LLP	Outstanding	\$2,686.50	62-0000-0000-7100-5805-020-000-000	Legal Services	Legal/General Services Through 11/30/2022	\$2,686.50
40000481	12/8/2022	Alison Rose	Outstanding	\$200.00	62-6500-5760-7410-5210-020-000-000	Training and Development Expense	Weekly Meeting With SPED Manager - 11/07, 11/10, 11/14/22	\$200.00
40000479	12/8/2022	Isolved Benefit Services	Outstanding	\$551.25	62-0000-1110-1000-3701-020-000-000	Other Post Employment Benefits	COBRA Notices Admin: Core Services - 01/01/23 - 12/31/23	\$551.25
40000477	12/8/2022	Calculus Roundtable	Outstanding	\$17,600.00	62-0000-1110-1000-4410-020-000-000	Software and Software Licensing	DORS Content & Platform - Homeroom License for 15 Students	\$12,600.00
					62-0000-1110-1000-4410-020-000-000	Software and Software Licensing	Tutoring Support (Schools) - 100 Hour Block of Tutoring Hrs.	\$5,000.00
40000476	12/8/2022	ChildCare Careers, LLC	Outstanding	\$3,464.27	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Teacher Services - 11/14/22 - 11/18/22	\$3,464.27
40000491	12/20/2022	Amazon Capital Services	Outstanding	\$2,604.68	62-0000-0000-2700-4300-020-000-000	Materials & Supplies	UCreate Watercolor Paper	\$51.90
					62-3213-0000-2700-4400-020-000-000	Noncapitalized Equipment	Air Purifiers	\$1,265.06
					62-3213-0000-2700-4300-020-000-000	Materials & Supplies	Gloves	\$264.48
					62-3213-0000-8100-4381-020-000-000	Plant Maintenance	Air Filter Replacements	\$608.52
					62-3213-0000-2700-4300-020-000-000	Materials & Supplies	Face Mask Required Sign Stickers	\$7.45
					62-0000-0000-8100-4381-020-000-000	Materials For Plant Maintenance	Weiman Disinfecting Granite Daily Clean & Shine Refill	\$70.48

Community School for Creative Education

Check Register 12/1/2022 through 12/31/2022

					62-0000-0000-8100-4381-020-000-000	Materials For Plant Maintenance	Toilet Drain Snake and Toilet plunger	\$107.18
					62-3213-0000-2700-4300-020-000-000	Materials & Supplies	Kid's Masks	\$130.96
					62-0000-0000-2700-4300-020-000-000	Materials & Supplies	Zip Plastic Bags, Folders, and Colored Copy Paper	\$151.45
40000492	12/20/2022	Alma Partners	Outstanding	\$750.00	62-0000-1110-1000-5210-020-000-000	Training & Development Expense	DEIJ COnsulting - November 2022	\$750.00
40000490	12/20/2022	Adriana San Millan School Psychology and Special Ed Svs LLC	Outstanding	\$3,840.00	62-6500-5760-1190-5810-020-000-000	Educational Consultants	Academic,Psycho-Educational,IEP Attendance Eval-12/2-12/7/22	\$3,490.00
					62-6500-5760-1190-5810-020-000-000	Educational Consultants	IEP Attendance (Virtual) - 11/9/22	\$350.00
40000489	12/20/2022	Ascend Rehab Services, Inc.	Outstanding	\$8,000.00	62-6500-5760-1190-5810-020-000-000	Educational Consultants	Therapist Services - 11/1/22 - 11/15/22	\$8,000.00
40000493	12/20/2022	Briana Amr	Outstanding	\$200.00	62-0000-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Music for Winter Spiral	\$200.00
40000500	12/20/2022	Procopio, Cory, Hargreaves & Savitch LLP	Outstanding	\$375.00	62-0000-0000-7100-5805-020-000-000	Legal Services	Professional Services Through 11/30/22	\$375.00
40000501	12/20/2022	Revolution Foods, PBC	Outstanding	\$13,148.73	62-5310-1110-3700-4700-020-000-000	Food & Food Supplies	November 2022 Food Service Program	\$8,727.48
					62-5320-1110-3700-4700-020-000-000	Food & Food Supplies	November 2022 Food Service Program	\$4,421.25
40000502	12/20/2022	Janet Sanchez	Outstanding	\$400.00	62-0000-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Music for Winter Spiral - Dec 8 & 9, 2022	\$400.00
40000503	12/20/2022	Zearn	Outstanding	\$2,500.00	62-0000-1110-1000-4200-020-000-000	Books & Other Reference Materials	SY 22-23 - Services Through 6/30/22	\$2,500.00
40000498	12/20/2022	Teresa McGinley	Outstanding	\$7,860.00	62-9332-1110-1000-5810-020-000-000	Educational Consultants	Teacher Mentoring / Curriculum Development Design & Prep.	\$7,860.00
40000499	12/20/2022	Maxim Healthcare Staffing Services, Inc.	Outstanding	\$3,061.00	62-3213-1110-1000-5810-020-000-000	Educational Consultants	ES Behavior Tech Svcs - 11/28/22 - 12/2/22	\$3,061.00

Community School for Creative Education

Check Register 12/1/2022 through 12/31/2022

40000496	12/20/2022	Phillip Gedeon	Outstanding	\$49.85	62-0000-0000-2700-5200-020-000-000	Travel & Conferences	REIMB: Uber to U Haul for Rental and Back - 12/2 - 12/3/22	\$49.85
40000497	12/20/2022	Lionbridge Technologies Inc	Outstanding	\$329.82	62-4203-0000-2700-5800-020-000-000	Professional/Consulting Services & Operating Expenditures	Telephonic Charges November 2022	\$329.82
40000495	12/20/2022	Ed Sped Solutions, Inc.	Outstanding	\$2,820.00	62-3213-1110-1000-5810-020-000-000	Educational Consultants	Behavior Services - November 16-30, 2022	\$2,820.00
40000494	12/20/2022	Charter Safe	Outstanding	\$5,516.00	62-0000-0000-2700-5400-020-000-000	Insurance	January 2022-2023 - Package Premium	\$3,605.00
					62-0000-1110-1000-3601-020-000-000	Worker Compensation Insurance	January 2022-2023 - Workers Comp	\$1,911.00
40000504	12/21/2022	AT&T	Outstanding	\$88.57	62-0000-1110-2700-5900-020-000-000	Communications	Monthly Service - 12/7/22 - 1/6/22	\$88.57
40000508	12/21/2022	East Bay Municipal Utility District	Outstanding	\$1,207.41	62-0000-0000-8100-5501-020-000-000	Utilities	Water Charges from 9/15/22 - 11-15/22	\$1,207.41
40000509	12/21/2022	Jennifer Lee	Outstanding	\$180.70	62-0000-0000-2700-4300-020-000-000	Materials & Supplies	REIMB: Joann - Winter Spirit Week 12/12/22	\$53.86
					62-0000-0000-2700-4300-020-000-000	Materials & Supplies	REIMB: Costco - Winter Spirit Week 12/08/22	\$54.64
					62-0000-0000-2700-4300-020-000-000	Materials & Supplies	REIMB: Costco - Harvest Fest 10/26/22	\$72.20
40000505	12/21/2022	Alliance for Public Waldorf Education	Outstanding	\$2,510.00	62-0000-0000-2700-5300-020-000-000	Dues and Memberships	2022/23 Membership Dues	\$2,510.00
40000507	12/21/2022	ChildCare Careers, LLC	Outstanding	\$7,460.15	62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Teacher Services - 12/5/22 - 12/9/22	\$2,714.09
					62-0000-1110-1000-5810-020-000-000	Educational Consultants	Substitute Teacher Services - 11/28/22 - 12/2/22	\$4,746.06
40000511	12/21/2022	Seneca Family of Agencies	Outstanding	\$9,215.00	62-6546-5760-1190-5810-020-000-000	Educational Consultants	Catalyst District MH CM - Nov 2022 - INV #7011490-IN	\$5,415.00
					62-6546-5760-1190-5810-020-000-000	Educational Consultants	Tuition - Catalyst - November 2022 - INV #7011301-IN	\$3,800.00
40000506	12/21/2022	Charter School Management	Outstanding	\$6,667.00	62-0000-0000-7300-5873-020-000-000	Financial Services	January 2023 - Business Back Office Monthly Support	\$2,000.10

Community School for Creative Education

Check Register 12/1/2022 through 12/31/2022

		Corporation			62-0000-1110 -2700-5873- 020-000-000	Financial Services	January 2023 - Business Back Office Monthly Support	\$4,666.90
40000510	12/21/2022	Teresa McGinley	Outstanding	\$162.05	62-0000-0000 -2700-4300- 020-000-000	Materials & Supplies	REIMB: Target - Winter Spiral 12/07/22	\$88.70
					62-0000-0000 -2700-4300- 020-000-000	Materials & Supplies	REIMB: Michaels - Winter Spiral 11/30/22	\$73.35
Total Check Amount				\$230,584.09	Total GL Amount			\$230,636.89

Coversheet

PowerSchool Data Dashboard and Attendance Communication Contract

Section: IV. Academic Excellence
Item: C. PowerSchool Data Dashboard and Attendance Communication Contract
Purpose: Discuss
Submitted by:
Related Material: PowerSchool Unified Insights MTSS Flyer.pdf
PowerSchool Unified Operations Attendance Intervention Suite Flyer.pdf



Unified Insights™ MTSS

MOVING MTSS FORWARD, WITH DEEPER,
MORE CONNECTED DATA



For too long educators and interventionists have lacked a single solution to analyze, collaborate, and act on all the critical student data—including historical information—required for their multi-tiered systems of support (MTSS) practice.

PowerSchool’s comprehensive MTSS solution allows educators to identify and track student needs with an extensive range of inputs, implement and monitor interventions, and review the efficacy of their MTSS framework for continuous improvement.



Support Any MTSS Facet or Framework

MTSS models can vary greatly from district to district. Unified Insights™ MTSS is a **comprehensive solution that’s adaptable to any MTSS framework**—helping districts ensure that all students have equal access to the support they need.



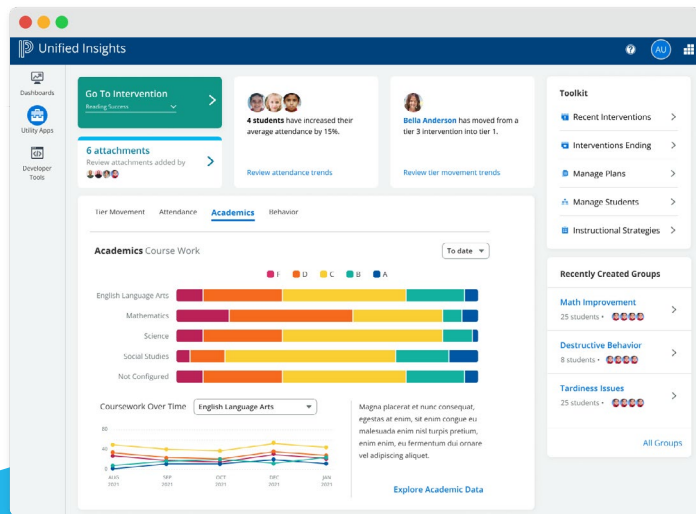
MTSS Tools and Workflows

Promote a streamlined, digital, data-driven approach to your MTSS practice through pre-built, configurable workflows that make analysis easy and actionable. **Collaboratively support students and monitor progress** with customizable Intervention Management and Student Plans tools. Build student groups and drill down into specific students to see patterns and individual traits.



Connected Data and Intervention Analytics

Bring together the data from your district’s SIS, behavior management, SEL, and assessment solutions in a single platform. Users can identify student needs and **attach critical data to student plans and interventions**. Connected data also provides educators with intervention analytics needed to measure success.



“Implementing evidence-based practices within MTSS framework provides an effective organizing structure for schools, programs and districts.”

Source: The U.S. Department of Education Roadmap to Recovery Report - Supporting Child and Student Social, Emotional, Behavioral, and Mental Health Needs - October 2021

1. Identify Student Needs

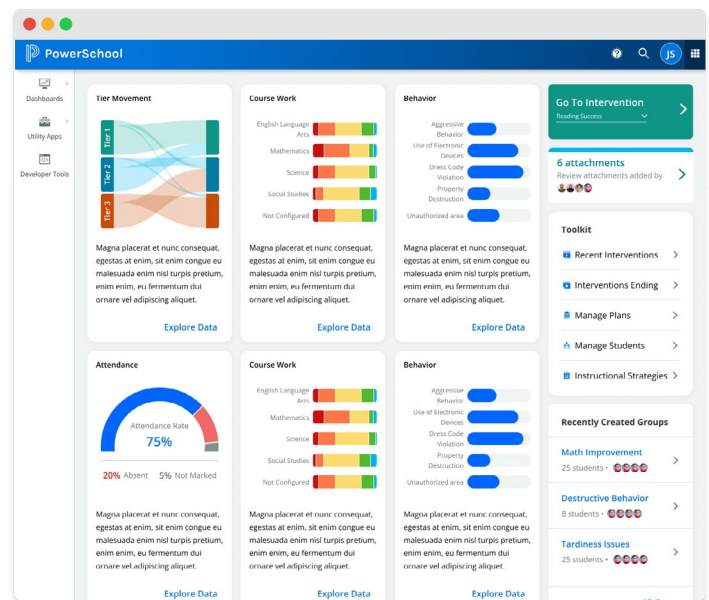
Only Unified Insights™ MTSS provides the rich, connected data educators need to proactively identify at-risk students and recommend additional and differentiated support. Access whole child data—including grades, assessments, SEL, behavior, and attendance—for any student or shared PowerSchool student groups.

2. Create and Track Student Plans

Create customized individual student forms to fit any need, such as reading and literacy plans or individualized education plans. Student Plan templates allow schools and districts to establish their own layout and fields, while importing critical student data to provide context and monitor progress.

3. Execute and Monitor Interventions

A workflow management system allows educators to identify the correct interventions, instantly communicate with other stakeholders, efficiently administer the specific support students need, and monitor student progress from one location. Capture notes, artifacts, and observations while bringing in critical data such as attendance, grades, behavior, and assessment results.



Unified Insights™ MTSS imports all the data from a district's SIS, behavior management, SEL, and assessment solutions and connects them for deep analytics and insights.

4. Review Outcomes and Effectiveness

PowerSchool helps you understand the efficacy of your MTSS practice. Measure the progress of intervention activities for both individual students and student groups. Monitor tier movement, review student plan and intervention completion, and compare outcomes of different categories, levels, and instructional strategies.

Visit www.PowerSchool.com or call 1-877-873-1550 to learn more.





Unified Operations Attendance Intervention Suite

THE ALL-IN-ONE SOLUTION FOR BOOSTING ATTENDANCE AND IMPROVING COMMUNICATION BETWEEN SCHOOL AND HOME



The Unified Operations Attendance Intervention Suite gives you the ability to perform **research-based attendance interventions**. Use best-practice, data-driven **family engagement tools**—proven to address the root causes and improve attendance and engagement. Track and view **actionable attendance data** for a district, school, class, or specific grade. **Strengthen and simplify engagement** between school and home by communicating in **real-time via two-way, translated text notifications**, multimedia messages, and visual postcards.



Boost Attendance

Ensure students come to school by automating easy-to-understand **data-driven attendance interventions** and attendance communications.



Inspire Behavioral Change

Automatically deliver easy-to-understand **visual nudges of attendance behavior** to families. By doing so, you can encourage improvement through incentive and positive reinforcement.



Peace of Mind with a Proven Solution

You can have confidence with a solution designed using **research-informed practices** and proven to specifically improve attendance at schools and districts.



Strengthen Family Partnerships

Shift to a more **inclusive, empathetic, and personalized** two-way family engagement approach that creates partnerships with families, regardless of home language. Engage in translated two-way conversations using families' preferred language and on devices they're already using.



Identify Early Warning Signs

Provide everyone in your school community with equal ability to spot early warning signs and determine appropriate interventions by seamlessly integrating with your SIS to **sync and visualize attendance data** by tiers.



Protect and Increase Funding

Increase the amount of **attendance-based state funding** your district receives by improving attendance and reducing chronic absenteeism.



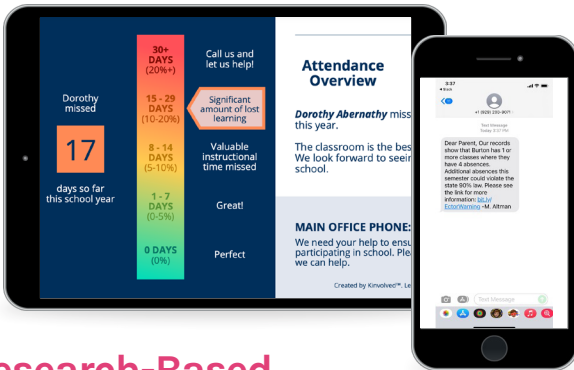
20% attendance increase by New York City's Harriet Tubman Elementary School in 2019 supported by using PowerSchool Unified Operations Attendance Intervention Suite

Source: <http://theuptowner.org/tool-helps-harlem-school-increase-attendance/>

Attendance Data Analytics and Visualization

Track attendance analytics to **inform data-driven interventions** that improve attendance and reduce chronic absenteeism.

- ✔ Attendance data sync and visualization
- ✔ Tiered data analysis and intervention
- ✔ Attendance reporting and analysis



Research-Based, Data-Driven Interventions

Implement **research-based attendance interventions** that increase effectiveness by encouraging change in attendance behavior and allow customization of your district/school brand, content, and attendance data.

- ✔ Customized digital attendance postcards

Optional Premium Features

- ✔ State and district compliant digital attendance letters

Power Interventions and Drive Impact with Communication

Power interventions and attendance notifications with equitable communication that informs families of daily and period attendance, customizes interventions based on attendance tiers, and increases the amount of information you can send, including attendance certificates, policies, and other documents.

- ✔ Automated, two-way attendance notifications with language translation to 80+ languages
- ✔ Multi-media messaging
- ✔ Trackable PDF messaging

Optional Premium Features

- ✔ One-way mass communication
- ✔ Direct-to-student messaging
- ✔ Recorded audio

Learn how you can increase attendance and improve family engagement using Unified Operations Attendance Intervention Suite.

Visit www.PowerSchool.com or call 1-877-873-1550 to learn more.

Coversheet

Facilities Update and Next Steps

Section: V. Development
Item: A. Facilities Update and Next Steps
Purpose: Vote
Submitted by:
Related Material: SA Fruitvale Sales Comp Rpt 122822.pdf
CSCE Representation Agreement Jan 2023.pdf

Sale Comps Map & List Report

Sale Comparables

7

Avg. Cap Rate

-

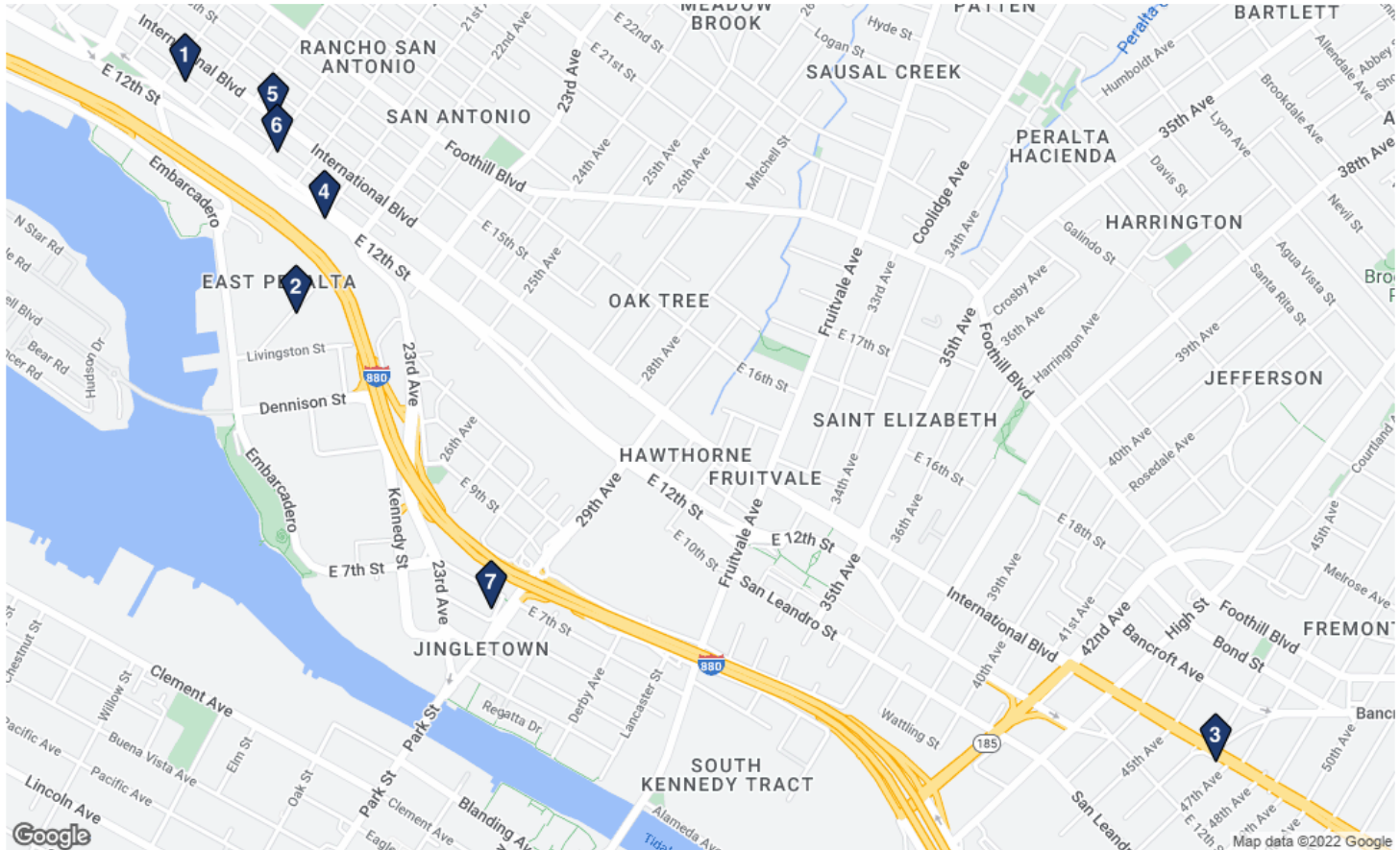
Avg. Price/SF

\$161

Avg. Vacancy At Sale

-

SALE COMPARABLES LOCATIONS



SALE COMPARABLES SUMMARY STATISTICS

Sales Attributes	Low	Average	Median	High
Sale Price	\$1,150,000	\$2,556,071	\$2,300,000	\$4,500,000
Price Per SF	\$110	\$161	\$175	\$224
Cap Rate	-	-	-	-
Time Since Sale in Months	3.0	13.7	15.0	21.0
Property Attributes	Low	Average	Median	High
Building SF	10,175 SF	15,761 SF	13,327 SF	23,824 SF
Floors	1	2	2	2
Typical Floor	5,088 SF	11,689 SF	10,500 SF	23,824 SF
Vacancy Rate at Sale	-	-	-	-
Year Built	1912	1939	1940	1966
Star Rating	★ ★ ★ ★ ★	★ ★ ★ ★ ★ 1.9	★ ★ ★ ★ ★ 2.0	★ ★ ★ ★ ★



Sale Comps Map & List Report

Property Name - Address		Property				Sale			
		Type	Yr Built	Size	Vacancy	Sale Date	Price	Price/SF	Cap Rate
1	1622 E 12th Street,... 1622 E 12th St Oakland, CA 94606	Warehouse ★★★★★	1925	10,500 SF	-	9/13/2022	\$2,350,000	\$224/SF	-
2	Embarcadero Cove 2036-2040 Livingston St Oakland, CA 94606	Warehouse ★★★★★	1920	21,000 SF	-	4/1/2022	\$4,250,000	\$202/SF	-
3	4647 International... Oakland, CA 94601	Retail ★★★★★	1966	13,327 SF	-	11/29/2021	\$1,500,000	\$113/SF	-
4	2121 E 12th St Oakland, CA 94606	Warehouse ★★★★★	1959	23,824 SF	-	9/21/2021	\$4,500,000	\$189/SF	-
5	1845-1853 Interna... Oakland, CA 94606	Industrial ★★★★★	1940	10,175 SF	-	6/22/2021	\$1,150,000	\$113/SF	-
6	1900-1906 E 12th St Oakland, CA 94606	Manufacturing ★★★★★	1912	21,000 SF	-	5/6/2021	\$2,300,000	\$110/SF	-
7	2840-2846 Chapman... Oakland, CA 94601	Light Distribution ★★★★★	1949	10,500 SF	-	3/19/2021	\$1,842,500	\$175/SF	-



CLIENT REPRESENTATION AGREEMENT

Pursuant to this Client Representation Agreement ("Agreement"), the undersigned Community School for Creative Education ("Client") hereby irrevocably grants to COLLIERS PARRISH INTERNATIONAL, INC. ("Broker") the exclusive right to represent Client for purposes of identifying potential property consistent with Client's requirements and also to negotiate on behalf of Client for Client's lease and/or purchase of property selected by Client, subject to the terms and conditions of this Agreement.

A. TERM

The exclusive agency hereby created ("Agency") shall be for a period commencing on February 1, 2023 ("start date") and ending at midnight on December 31, 2023 ("end date") ("Initial Agency Period"). The Agency shall continue automatically for thirty (30) days from and after the end date of the Initial Agency Period and thereafter be extended again for additional thirty (30) day increments until the Agency is expressly revoked by Client in writing OR on the six-month anniversary of the originally established end date, whichever occurs first. Client agrees to provide thirty (30) days notice to Broker before revocation of the Agency shall be effective. The Agency can be extended beyond the six-month anniversary date by the Client's written notice to Broker that Client agrees to extend the Agency to a new date certain. In this Agreement, "Agency Period" shall refer to the period of time from the start date to the end of the last extension of the Agency.

B. BROKER'S AUTHORITY

Client hereby authorizes Broker (a) to identify properties that Broker determines meet Client's requirements as set forth below, with the understanding that Client may modify these requirements from time to time; (b) to submit such properties for Client's consideration; and (c) with Client's prior approval, to negotiate for Client's lease or purchase of specific property. Broker is not authorized to commit Client to the lease or purchase of any property or to sign any instruments on behalf of Client without Client's express prior written consent.

C. REQUIREMENTS FOR PROPERTY

1. **TYPE:** Identify lease and purchase options in designated neighborhood of Oakland and/or assist with negotiation of new lease at 2111 International Blvd.
2. **LOCATION:** 2111 International Blvd or other location acceptable to client
3. **OTHER CHARACTERISTICS, IF ANY:** Minimum of 20,000 sf, open space, parking, ADA compliant, sprinklered
4. **PRICE AND/OR RENTAL:** Acceptable as determined by client

D. BROKER'S ENTITLEMENT TO COMPENSATION

In consideration of Broker's services hereunder, Client agrees to support Broker in Broker's effort to obtain a market-based fee on any proposed transaction. Client and Broker intend that the payment of Broker's commission shall be made directly by the owner of the property leased and/or purchased by Client. Client agrees that provisions for such payment of Broker's commission shall be included in any offers or agreements for the lease or purchase of property for Client.

Broker's right to compensation as set forth above shall extend for ninety days beyond the expiration of the Agency, with respect to those contacts and properties identified by Broker as set forth in this paragraph. Within thirty days following the final expiration of the Agency, Broker shall provide Client with a written Registration List containing the names of all properties and contacts made by Broker on Client's behalf during the Agency. Broker shall be entitled to compensation in the event that Client enters into a contract for the lease or purchase of identified property or for the lease or purchase of other property with any person or entity identified on the Registration List.

A. DISCLOSURES, EXPERT MATTERS, RESPONSIBILITIES OF CLIENT AND BROKER, AND THIRD PARTY INFORMATION

The following is intended to describe the responsibilities undertaken by Colliers and by Client with regard to disclosure issues and expert matters as described below:

EXPERT MATTERS: There are a number of potentially significant matters related to commercial properties, which may be material to a particular transaction, the evaluation of which would require specialized expertise which is beyond the expertise and/or responsibility of the Broker ("Expert Matters"). Broker recommends that parties to a potential lease or sale transaction obtain the advice of qualified professionals and experts prior to the consummation of any transaction. Parties to a sale or lease transaction should not and will not rely on Broker with regard to Expert Matters, but instead will rely entirely on their own investigation and those of qualified professionals and experts.

Expert Matters may include, but are not limited to, the following: the use, generation, storage or presence of hazardous or toxic substances and underground storage tanks; natural hazards, such as fire, flood, or earthquake; building safety and structural integrity of roof, walls, and foundations or any improvements located on the Property; operation or condition of mechanical, plumbing, utility or life safety systems; "clean rooms" (including, but not limited to, classification, operation and/or condition); mold, fungus, water damage, or effects of moisture; compliance with Americans with Disabilities Act (ADA); compliance with building, zoning and fire codes; tax, accounting, or legal effects or consequences of the proposed transaction; survey, linear or area measurements of the Property; availability and/or adequacy of utilities and utility connections and panels, adequacy, availability and condition of sewer lines and/or connections, public transportation, or other infrastructure; zoning and permitted land uses; insurance policies and premiums; architectural design or engineering; geotechnical/soil condition; termites or other pests or rodents; statements of income and expense or other financial statements; the financial soundness of a prospective tenant or subtenant; condition of title; or existing taxes, assessments or liens.

Broker has no responsibility to, has not made and will not make an independent investigation or determination with respect to any Expert Matters. Any information communicated by Broker regarding any of the Expert Matters arises from third party sources and has not been and will not be independently verified by Broker. Any provision of third party information or related materials to Client by Broker is for general informational purposes only. In addition, any information furnished by Broker is not intended to be tax, legal, investment, or transaction advice. Broker makes no guarantees, representations or warranties of any kind, express or implied regarding the accuracy, authenticity, completeness, legality, or reliability of any third party information. Client and any other interested party should undertake their own inquiries as to the accuracy of the third party information, and acknowledges and agrees that Broker shall not be liable for any errors, omission or inaccuracies of any third party information provided.

E. DISPUTE RESOLUTION

Any disputes between the Client and Broker (collectively "Parties") arising from this Agreement or the real estate transaction contemplated in it shall be resolved as follows:

1. **DIRECT DISCUSSIONS AND MEDIATION:** Client and Broker shall first try to resolve disputes through direct discussions involving people and representatives with decision-making authority. In the event of delays, failure to participate, or either party's belief that direct discussions will not be successful, the Parties shall proceed with mediation. Any disputes between Client and Broker not resolved through such direct discussions shall be submitted to mediation using the mediators and procedures of JAMS, with such mediation taking place at the San Jose, California offices of JAMS unless the Parties agree otherwise in writing; the Parties shall share equally the costs of such mediation charged by JAMS. The Parties shall select the mediator within fifteen (15) days of the request for mediation; if they are unable to reach agreement on the selection of a mediator, JAMS shall appoint one not later than thirty (30) days from the request for mediation. Any mediation pursuant to this Agreement shall be completed within sixty (60) days of the selection of a mediator, unless the Parties agree otherwise in writing. Participation in mediation as provided herein is a condition precedent to any form of binding dispute resolution. Notwithstanding the forgoing, the Parties are not required to mediate disputes that are within the jurisdiction of the Small Claims Court of the State of California.
2. **BINDING DISPUTE RESOLUTION:** Any disputes unresolved after mediation shall be resolved through binding arbitration using the JAMS Streamlined Arbitration Rules & Procedures that are in effect as of the date of this Agreement, and administered through and conducted at the office of JAMS located in San Jose, California, unless the Parties mutually agree in writing to select another set of arbitration rules and/or administrating entity and/or location to conduct the arbitration. Such arbitration will be conducted by one arbitrator selected by the Parties or, if they are unable to do so, by JAMS, with the parties sharing equally in the administration and arbitration fees charged by JAMS. Notwithstanding the forgoing, the arbitrator shall award the prevailing party its reasonable attorneys' fees, costs (including reimbursement of mediation and arbitration fees paid to JAMS), and expert witness fees in addition to any other relief awarded. The arbitration award shall be confirmed and entered as a judgment in any court of the State of California of competent jurisdiction. If any party refuses or neglects to appear at or to participate in arbitration proceedings after reasonable notice, the arbitrator is empowered to decide the controversy in accordance with whatever evidence is presented by the party or parties who do participate. Notwithstanding the forgoing, the Parties are not required to arbitrate disputes that are within the jurisdiction of the Small Claims Court of the State of California.

F. DUAL AGENCY AUTHORIZED

Client hereby authorizes Broker to represent and serve as agent for any owner of property, and Client hereby waives any claims on the basis of conflict of interest that might arise as a result thereof.

G. GENERAL PROVISIONS

1. **BINDING ON HEIRS:** The heirs, transferees, successors and assigns of the parties hereto are duly bound by the provisions hereof.

- 2. **AMENDMENTS AND MODIFICATION:** No amendments to or modifications of this Agreement nor the termination of this Agreement shall be valid or binding unless made in writing. Any purported amendment or modification of this Agreement that is oral, or that is in writing but not signed by both Client and Broker, shall be void and of no effect whatsoever.
- 3. **ENTIRE AGREEMENT OF PARTIES:** This Agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to the agency created herein. Both parties to this Agreement acknowledge that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, that are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.
- 4. **PARTIAL INVALIDITY:** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect without being impaired or invalidated in any way.
- 5. **GOVERNING LAW:** This Agreement will be governed by and construed in accordance with the laws of the State of California
- 6. **NOTICES:** Notices under this Agreement shall be provided in writing to the other party by regular U.S. mail, by facsimile, or by e-mail, addressed to the last known postal address, facsimile number, or email address of the party.

H. OTHER TERMS AND CONDITIONS

The undersigned Client has read and understood and hereby agrees to be bound by the foregoing.

BROKER: Colliers Parrish International, Inc., dba Colliers International

Client: Community School for Creative Education

By: _____
Date

Email: Gregory.hunter@colliers.com

By: _____
Date

Its: Head of School

By: _____
Date

Email: Tony.burnett@colliers.com

By: _____
Date

Its: Business Operations Manager

Phone: _____ Fax: _____

Email: Kimberlyp@communityschoolforcreativeeducation.org

Coversheet

ASES Authorized Agent Resolution

Section: VII. Governance
Item: A. ASES Authorized Agent Resolution
Purpose: Vote
Submitted by:
Related Material: ASES Authorizeed Agent Resolution.pdf



BOARD RESOLUTION FOR ASES AUTHORIZED AGENT DESIGNATION

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF Community School for Creative Education, HELD ON January 18, 2023, AT 2111 International Blvd, Oakland, CA 94606.

RESOLVED THAT the Board of Directors of Community School for Creative Education hereby designates Phillip Gedeon, Head of School, as the Authorized Agent to accept and sign all fiscal and legally binding documents pertaining to the operation, implementation, and renewal of the ASES program.

CERTIFIED TRUE COPY

For Community School for Creative Education

Community School for Creative Education Board Chair : Dr. Anastasia Prentiss

Signature: _____ Date: _____

Coversheet

COVID Policy Update

Section: VII. Governance
Item: B. COVID Policy Update
Purpose: Vote
Submitted by:
Related Material:
CSCE Safe Return to Reopen Plan and COVID Prevention Plan Updated 1.9.23.pdf

Community School for Creative Education Safe Return to Reopen Plan For Students and Staff COVID Prevention Plan

Upon returning to school, students and staff will continue to abide by the California State Guidelines for K-12 schools, as well as local guidance from the Alameda County Public Health Department. There will be protocols in place that encompass CSCE's philosophy of safety first for our community.

Face Coverings

- All students TK-8th grade, staff, and visitors are required to wear face masks **at all times**, with exemptions per CDPH face mask guidance.
- Additionally, students and families will wear masks during drop-off and pick-up, during recess and Physical Education classes, and during events on campus, even if outdoors.
- Students will be required to bring their own masks.
- Students will be provided with a mask if they forget to bring one or otherwise lose their mask during the day.
- Students will be encouraged to keep their mask on their wrist when it's removed from their face.
- Students who are exempted from wearing a face covering due to a documented medical condition, must wear a non-restrictive alternative, such as a face shield, as long as their condition permits it. Students must have a certification from a medical professional exempting them from wearing the face mask on file in the CSCE office.

Limited Volunteers

While parent volunteers are vital in the classroom, to decrease the COVID-19 exposure, most volunteer opportunities are suspended until further notice. Our school will be limiting visitors to the front office and outdoor areas during regular school hours. When coming on campus, all guests, parents, and visitors are required to complete an [online health screening](#), wear a face mask, and comply with all restrictions. All visitors must follow the screening guidelines published on our website, complete the required health screening, and sign-in at the front office. Any volunteer staying on campus for longer than 15 minutes, or to be within 6ft of students, must be fully vaccinated.

Classroom Modifications

Students will be instructed not to share items with their classmates. If items must be shared, students (and staff) will sanitize prior to and after using the item(s).

All classrooms will be equipped with sanitizing and disinfecting supplies. Students and staff will share the responsibility of sanitizing and wiping down desks, chairs, door knobs, and other

contact surfaces during the day, when appropriate. Janitorial staff will also clean high contact surfaces during the day and nightly.

Ventilation

Ventilation will be optimized including opening doors and windows as much as possible to provide air circulation, and using outdoor spaces when appropriate. Air purifiers will be used in classrooms.

Restroom Modifications

Restroom usage will be staggered and spaced out as much as possible. Students will be encouraged to maintain social distancing and proper handwashing, with limited contact between classes. Flooring outside of bathrooms will have spacing markers.

Hand Sanitation Stations

Each classroom will be provided with hand sanitation and cleaning supplies to encourage healthy hygiene practices, cleaning, and disinfection of surfaces. Surfaces will be cleaned daily. Hand sanitizer will be located outside of and in all classrooms and the lunchroom, as well as in the school hallways.

Handwashing

Hand-washing, avoiding contact with one's eyes, nose, and mouth, covering coughs and sneezes using the inside of the elbow will be taught at the lower grades and encouraged in all grades throughout the day. Students will be instructed to sanitize and/or wash hands before and after eating, after using the restroom, and after playing outside. All classrooms will be equipped with hand sanitizer. CSCE will be providing hand sanitizer to all staff for student use.

Meal Modifications

Breakfast will be served in the cafeteria and students will be encouraged to eat outside. If breakfast program exceeds internal and external capacity with appropriate physical distancing, CSCE will consider allowing students to eat breakfast in the classroom to prevent class cohort mixing. Students will be eating lunch in designated areas of the lunch room or at scheduled outdoor locations set aside for class cohorts. Mixing of classes will be discouraged. Extended Day snack and supper will be served in the cafeteria, with students encouraged to eat outside and in class cohorts.

Frequently touched surfaces will be cleaned and disinfected between classes. Students will be encouraged to bring their own water bottle that is labeled with their name. CSCE has a no sharing food policy which decreases the threat of allergic reactions and the spread of germs. Additionally, meals are available for all students free of charge.

Recess and Physical Education

Students will not be required but will be encouraged to wear face masks during recess or PE as long as it is held outside. Should the need arise based on a surge in COVID cases at CSCE, students will be required to wear masks during recess and PE. Students playing in close proximity or in large groups will be encouraged to wear face masks. During rainy days or other instances when recess and PE are held inside, students and staff will be required to wear masks at all times.

Health Screening

Before students and staff come to school, they will need to conduct a self-check for signs and symptoms of COVID-19. Self-assessment information is posted on the school website, and staff daily symptom check is conducted online.

Testing

All CSCE staff and students shall receive a PCR test once weekly during the academic year, and must share results with the COVID Safety Team. CSCE shall offer PCR testing on campus once per week, though individuals may opt out of CSCE testing, provided they send weekly PCR test results to: covid@communityschoolforcreativeeducation.org.

CSCE may require a negative antigen test performed by staff to return to school after a positive COVID-19 diagnosis, **or if returning from an absence due to the presence of COVID symptoms.**

Staying Home When Sick

Absences due to Health Screening restrictions will be counted as excused school day absences. **All individuals experiencing any COVID symptoms will be encouraged to stay home when sick. Students that present with COVID symptoms at school will be given an antigen test and parents will be asked to administer an antigen test prior to their return to school to rule out a possible positive COVID case.**

Positive Case Procedures

On-Campus Contact Tracing System:

CSCE is working with the Alameda County Public Health Department to conduct contact tracing **when necessary per county guidelines.** **When necessary,** the administrative team will contact the health department and begin to trace the person's movement on campus. All affected areas will be secured and sanitized following the deep sanitation protocol. **When necessary,** all individuals that came into direct contact with the infected person will be notified as soon as possible.

Communication:

When there is a confirmation of a positive COVID-19 test result, a parent or staff member will notify the COVID-19 team as soon as the results are received. The COVID-19 team will notify the administrative team and one of the administrative team members will send an email to the class **when necessary,** and alert anyone who has come into direct contact with the individual. The identity of the person will not be communicated. CDC requirements will be followed in all cases. CSCE's priority is to keep students, families, and staff safe.

Any individual who tests positive for COVID-19 must remain off campus for a minimum of **5** days. A negative rapid antigen test may be required to return to campus.

Positive Case Protocol

If a student, teacher or staff member tests positive for COVID-19 and had exposed others at the school, CSCE will implement the following steps:

- Notify the local public health department **when necessary**
- Isolate the case and exclude from school for minimum **5** days from symptom onset **or positive test result if asymptomatic**
- Identify close contacts (students who were in 0-6ft with the individual for 15 minutes or more over a 24-hour period) **as deemed necessary per county guidelines**
- Disinfect and clean classroom and primary spaces where the individual spent significant time.
- Class will remain open (though the class may be temporarily relocated for cleaning) **unless multiple confirmed cases pose a safety threat.**
- If the classroom must be shut down, families will be notified via ParentSquare, text, and robocall. Instruction will continue via distance learning and Zoom the following day until the quarantine is over.

If there are multiple cases, Administration will contact the local public health **department per county guidelines**, and decide whether classroom or school closure is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer.

Areas on campus that were visited by the COVID-19 positive individual will be cleaned and disinfected.

School or classroom closure will be communicated to students, parents, teachers, staff and other necessary parties.



Free Community Testing Sites

Community testing sites are free. You do not need a doctor’s note or medical insurance to get tested, you will not be asked about your immigration status, and most test results are available within 2-5 days. Source: <https://covid-19.acgov.org/testing>

<p>Asian Health Services Community Testing</p> <p>Clinton Park</p> <p>655 International Blvd. Oakland, CA 94606</p> <p>Entrance on the corner of 6th St and 12th St</p> <p>Mondays: 1:00 pm - 4:00 pm</p> <p>Schedule an appointment</p> <p>Walk ups accepted</p> <p>Asian Health Services Community Testing</p> <p>Madison Square Park</p> <p>810 Jackson Street, Oakland CA 94607</p> <p>Tuesday: 8:30 am-12:30 pm, & 1:30 pm-4 pm</p> <p>Wednesday: 1:00 pm - 4:00 pm</p> <p>Thurs.: 8:30 am-12:30 pm, & 1:30 pm-4 pm</p> <p>Friday: 1:00 pm - 4:00 pm</p> <p>Appointment only</p> <p>Register here or call (510) 735-3222</p> <p>Language assistance available at 211</p> <p>CORE and Allen Temple Baptist Church</p>	<p>Native American Health Center</p> <p>Parking Lot</p> <p>3050 International Blvd., Oakland, CA 94601</p> <p>Monday, Tuesday, Thursday & Friday: 9:00am - 5:00pm</p> <p>Wednesday: Closed</p> <ul style="list-style-type: none"> ● Walk-ups are accepted until capacity has been met ● Identification is required for all adults 18 years and older ● Legal parent or guardian must accompany children between the ages of 1-12 years old ● Test results take 48-72 hours to return <p>Register here</p> <p>Optum Serve Mobile MegaBus Testing</p> <p>Oakland Coliseum</p> <p>7200 San Leandro Blvd., Oakland, CA 94621</p> <p>Every Monday: 7:00 am – 7:00 pm</p> <p>Staff Lunch: 11am-12pm, Dinner 4pm-5pm</p> <p>Register for testing at the Oakland Coliseum</p> <p>Optum Serve Mobile MegaBus Testing</p>
--	---



<p>8501 International Blvd., Oakland, CA 94621</p> <p>Tuesdays and Thursdays: 10:00 am - 4:00 pm (Closed from 1-2 on testing days)</p> <p>Register here</p> <p>La Clínica de La Raza</p> <p>BART parking lot, on corner of Derby and E 12th street, (near Guadalajara restaurant)</p> <p>Monday thru Thursday: 9:00am - 3:30pm</p> <p>Closed for Lunch 12-1</p> <p>Register for testing at La Clínica de La Raza here</p> <p>Lifelong Medical Care</p> <p>Foothill Square</p> <p>10700 MacArthur Blvd, Oakland</p> <p>Mondays-Fridays: 8:30am - 4pm</p> <p>Closed on Wednesday, February 17th</p> <p>Appointments Recommended</p> <p>Register here</p>	<p>West Oakland BART Station</p> <p>1451 7th St., Oakland, CA 94607</p> <p>Every Saturday: 7:00 am – 7:00 pm</p> <p>Staff Lunch: 11am-12pm, Dinner 4pm-5pm</p> <p>Register for testing at the West Oakland BART Station</p> <p>Appointments and walk-ups accepted</p> <p>Roots Community Health Center</p> <p>9925 International Blvd., Oakland, CA 94603</p> <p>Mondays: 9:30am – 2:00pm</p> <p>Thursdays: 9:30 - 12:30pm</p> <p>Registration is preferred but not required!</p> <p>Register here or email admin@rootsclinic.org</p>
--	---

COVID-19 Prevention Program (CPP)

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace. Date of last update: August 1, 2022

Authority and Responsibility

Community School for Creative Education, led by the Head of School under the direction of the CSCE Board of Directors, has the overall authority and responsibility for implementing the provisions of this CPP in our workplace. The Compliance & Operations Manager is our COVID Liaison, and the COVID Safety Team works to ensure compliance. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Evaluate and minimize potential workplace exposures.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.

Employee participation

Employees are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

Reporting any COVID-19 hazard to the Compliance & Operations Manager (or COVID-19 safety designee);

Participating in collaborative problem-solving sessions as needed to evaluate and correct any identified COVID-19 hazards.

Employee screening

We screen our employees by:

- Having employees self-screen according to CDPH guidelines.

- Report self-screen prior to reporting to work in an online format.

Correction of COVID-19 Hazards

- Unsafe or unhealthy work conditions, practices or procedures will be reported to the Compliance & Operations, and corrected in a timely manner based on the severity of the hazards, as follows:
- The severity of the hazard will be assessed and correction time frames assigned accordingly; The individual(s) responsible for the timely correction will be identified;
- The Compliance & Operations (or COVID-19 safety designee) will follow up to ensure the corrections have been made.

Control of COVID-19 Hazards

Physical Distancing

Where possible, we encourage at least six feet of physical distancing in our workplace by:

- Reducing the number of persons in an area at one time, including visitors;
- Visual cues such as signs and floor markings to indicate where employees and students should be located or their direction and path of travel;

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Six foot distancing between classes will be encouraged in the lunchroom.

Testing

All CSCE staff and students shall receive a PCR test once weekly during the academic year, and must share results with the COVID Safety Team. CSCE shall offer PCR testing on campus once per week, though individuals may opt out of CSCE testing, provided they send weekly PCR test results to: covid@communityschoolforcreativeeducation.org.

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors in crowded environments, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department.

Employees may also elect to bring their own 2- or 3-ply cotton face coverings or surgical masks. In the event an employee is not wearing a mask, or not wearing the mask properly, they will be

directed to immediately don their mask appropriately unless they fall under the list of exceptions below. The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room, and reasonably expects that no other individual will enter the room;
- While eating and drinking at the workplace, provided employees are at least six feet apart or outside;
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons while indoors.

N95/KN95 masks are recommended.

Face coverings are required at all times, including outdoors.

Engineering controls

We may implement the following measures for situations where we cannot maintain at least six feet between individuals:

- Plexiglass barriers (eg. between office staff and families/students);
- Face shields in addition to masks (eg. for the staff member conducting temperature screening, or a staff member conducting an assessment in situations where a 6 foot distance is not feasible)

We maximize, to the extent feasible, the quantity of outside air for our buildings with natural ventilation systems by: keep windows and doors open, and run fans to constantly draw in air from the outside

Cleaning and disinfecting

We implement the cleaning and disinfection measures described in this [COVID-19 Cleaning Guidelines for Custodians](#) document for frequently touched surfaces.

Office Manager will ensure that custodians have sufficient clearing and disinfecting supplies;

Should we have a COVID-19 case in our workplace, we will implement the following procedures:

- Close off areas used by the person who is sick **if deemed necessary**.
- Site does not necessarily need to close operations, if they can close off affected areas.

- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before cleaning or disinfecting. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as classroom, offices, bathrooms, common areas, shared equipment.

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible.

Where there must be sharing, the items will be disinfected between uses; every space that has shared objects (eg. a copy machine) shall have disinfectant wipes or disinfectant spray readily available, along with signage reminding employees to wipe the shared objects/surfaces.

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- Have ensured sufficient handwashing facilities;
- Provided effective hand sanitizer in spaces (eg. classrooms and offices) that do not contain handwashing facilities as well as next to any shared equipment (eg. copiers);
- Have trained on-site employees as to when to wash their hands, to wash hands for at least 20 seconds, and to wash hands or use hand sanitizer after touching any shared equipment.

Personal protective equipment (PPE) used to control employees' exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

Investigating and Responding to COVID-19 Cases

COVID confirmed or suspected cases must be reported to the Compliance & Operations immediately.

Employees who had potential COVID-19 exposure in our workplace will be:

- Notified promptly by their supervisor,

- Sent home to quarantine, in accordance with CSCE & ACPHD quarantine instructions.
- Offered COVID-19 testing at no cost during their working hours.

System for Communicating

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Who employees should report COVID-19 symptoms and possible hazards to, and how. Employees are to immediately report COVID-19 symptoms to their immediate supervisor and the Director of Finance & Operations.
- That employees can report symptoms and hazards without fear of reprisal.
- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Where testing is not required, how employees can access COVID-19 testing.
- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.

Training and Instruction

We will provide effective training and instruction that includes:

Our COVID-19 policies and procedures to protect employees from COVID-19 hazards. Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.

The fact that:

- COVID-19 is an infectious disease that can be spread through the air.
- COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
- An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.

- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are **met**.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related.
- This will be accomplished by providing remote work assignments to the extent that this is possible.
- Providing employees at the time of exclusion with information on available benefits, if any.

Reporting, Recordkeeping, and Access It is our policy to:

Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.

Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.

Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).

Make our written COVID-19 Prevention Program available at the workplace to employees, and to representatives of Cal/OSHA immediately upon request.

Return-to-Work Criteria

COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:

- Employees who test positive for COVID-19, regardless of if symptoms are present or not, will not return to work until a minimum of 5 days have passed since the date of specimen collection of their first positive COVID-19 test.
- If symptoms are still present after day 5 a negative antigen test result must be sent to the COVID Liaison in order for the employee to return to work.
- If unable to test, isolation can end after the number of days per Alameda County isolation guidelines.
- If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 5 days from the time the order to isolate was effective.

Approved: August 5, 2021

Last Amended: January 9, 2023

By: Community School Board of Directors