



Community School for Creative Education

CSCE Board Meeting

Regular Monthly Meeting of the Board of Trustees for Community School for Creative Education

Date and Time

Wednesday September 10, 2025 at 6:00 PM PDT

Location

Community School for Creative Education

2111 International Blvd.

Oakland, CA 94606

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. America Foy
- 2. Anastasia Prentiss (ex officio)
- 3. Christina Michaud
- 4. Eugene Stampley
- 5. Martha Candido
- 6. William Kappenhagen (ex officio)

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Call the Meeting to Order		Martha Candido	2 m
B. Record Attendance		Bill Kappenhagen	2 m
C. Land Acknowledgement		Anastasia Prentiss	2 m
D. Agenda Approval	Vote	Bill Kappenhagen	3 m
E. Public Comment	Discuss	Martha Candido	3 m

	Purpose	Presenter	Time
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Members of the public may address the Board on any item on the agenda or within the jurisdiction of the Board.

II. Closed Session 6:12 PM

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|-----------|--|---------|------------------|------|
| A. | Closed Session Discussion - Public Employee Appointment/Employment | Discuss | Bill Kappenhagen | 20 m |
|-----------|--|---------|------------------|------|

Per Gov. Code §54957

Conference with Board — Public Employee Appointment/Employment

- Position: Head of School
- Subject: Employment Agreement for Adjjoa McDonald

- | | | | | |
|-----------|---------------------------|-----|----------------|-----|
| B. | Reconvene to Open Session | FYI | Martha Candido | 1 m |
|-----------|---------------------------|-----|----------------|-----|

Oral disclosure of the compensation terms (Gov. Code §54953(c)(3)).

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|-----------|--|------|----------------|-----|
| C. | Action Item: Approval of At-Will Employment Agreement between CSCE and Adjoa McDonald, Head of School (Sept. 1, 2025 – June 30, 2028). | Vote | Martha Candido | 5 m |
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III. Consent Agenda 6:38 PM

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|-----------|---|-----------------|------------------|-----|
| A. | Approve Minutes - August 13, 2025 Special Meeting | Approve Minutes | Bill Kappenhagen | 2 m |
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| B. | Check Register - August 2025 | Vote | Anastasia Prentiss | 2 m |
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IV. Governance 6:42 PM

- | | | | | |
|-----------|---|---------|-------------|------|
| A. | By Law Amendment 025 Replacement Proposal Section 3. Designated Directors and Terms | Discuss | America Foy | 25 m |
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Proposed to Replace Article VII, Section 3

Section 3. DESIGNATED DIRECTORS AND TERMS. The number of directors shall be no less than 5 and no more than 11, unless changed by amendments to these

	Purpose	Presenter	Time	
<p>bylaws. All directors shall have full voting rights, including any representative appointed by the charter authorizer as consistent with Education Code Section 47604(b). The board will always appoint at least one Board member who is a parent.</p> <p>If the charter authorizer appoints a representative to serve on the Board of Directors, the Board of Directors may appoint an additional director to ensure an odd number of Board members. All directors, except for the representative appointed by the charter authorizer, shall be designated by the existing Board of Directors at the corporation's annual meeting of the Board of Directors. The Board of Directors shall consist of at least 9 directors unless changed by amendment to these bylaws.</p>				
B.	By Law Amendment - Section 9. President	Discuss	Bill Kappenhagen	10 m
<p>Proposal to Replace Original Language:</p> <p>Section 9. PRESIDENT. The President, also known as the Executive Director, shall be the general manager of the corporation and shall supervise, direct, and control the corporation's activities, affairs, and officers as fully described in any applicable employment contract, agreement, or job specification. The President shall have such other powers and duties as the Board of Directors or the bylaws may require. If there is no Chairman of the Board, the President shall also preside at the Board of Directors' meetings.</p>				
C.	By Law Amendment Addition - Cautionary Note on President Role	Discuss	Bill Kappenhagen	10 m
<p>add this language:</p> <p>8.2025 Proposed Section 9A. Cautionary Note on President Role</p> <p>While any duly seated Director may be elected President of the Board, the Corporation recognizes that best practice in nonprofit and charter school governance favors election of a President who is not employed by the School. This practice ensures clear independence between the Board's supervisory role and the staff's operational role, avoids actual or perceived conflicts of interest, and preserves confidence with the authorizer and the community.</p> <p>A teacher or other employee serving as President is not prohibited under these bylaws, but such service requires careful adherence to the Corporation's conflict-of-interest and recusal provisions. The Board is strongly encouraged to weigh governance independence, public accountability, and organizational optics when electing its President.</p>				

	Purpose	Presenter	Time
D. By Law Addition - Section 12A. Cautionary Note on Treasurer Role	Discuss	Bill Kappenhagen	10 m

8.2025 Proposed Section 12A. Cautionary Note on Treasurer Role

While any duly seated Director may be elected Treasurer of the Board, the Corporation recognizes that best practice in nonprofit and charter school governance favors election of a Treasurer who is **not employed by the School**. This practice ensures independent financial oversight, prevents real or perceived conflicts of interest in budgetary or payroll matters, and safeguards the credibility of the Corporation’s fiscal management with funders, regulators, and the community.

A teacher, staff member, or other employee serving as Treasurer is not prohibited under these bylaws, but such service requires careful adherence to the Corporation’s conflict-of-interest and recusal provisions. The Board is strongly encouraged to prioritize financial independence and oversight integrity when electing its Treasurer.

E. By Law Addition - Section 13. Conditional Appointment of Officers During Governance Collapse	Discuss	America Foy	10 m
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8.2025 Proposed Section 13. Conditional Appointment of Officers During Governance Collapse

In the event that the number of seated Directors falls below the minimum required by these Bylaws and one or more required officer positions (President, Secretary, or Treasurer) become vacant, the Board shall activate the following temporary measure:

1. The Head of School shall automatically assume the vacant officer role(s) necessary to maintain the legal and operational continuity of the Corporation. If the Head of School position is vacant, the most senior staff member by continuous service shall assume the role(s).
2. Any individual temporarily serving as an officer under this provision shall perform only those duties required by law or essential for the continued functioning of the Corporation, including but not limited to state filings, contract execution, and recordkeeping.

	Purpose	Presenter	Time
	<p>3. Such individuals shall not exercise voting rights on the Board unless already duly seated as Directors.</p> <p>4. This conditional appointment authority shall expire immediately once the Board regains the minimum number of Directors and conducts an officer election at its next duly called meeting.</p> <p>The Board shall act with urgency to restore compliance with the required number of Directors and to elect officers pursuant to the standard process in these Bylaws.</p>		
F.	By Law Revision ARTICLE IX – CONFLICT OF INTEREST AND CONTRACTS WITH DIRECTORS	Vote Anastasia Prentiss	5 m
	<p>08.25 Replacement Proposed ARTICLE IX – CONFLICT OF INTEREST AND CONTRACTS WITH DIRECTORS</p> <p>Section 1. Conflict of Interest and Recusal</p> <p>Disclosure Requirement: Any Director, officer, or voting ex officio member who has a financial interest, personal interest, or other potential conflict in any matter before the Board shall fully disclose the nature of the interest to the Board before discussion or action.</p> <p>Recusal from Deliberation and Vote: The interested party shall not participate in discussion or attempt to influence the deliberations on the matter and shall abstain from voting.</p> <p>Examples Requiring Recusal Include, but Are Not Limited To:</p> <ol style="list-style-type: none">1. Matters involving the person’s own compensation, benefits, or employment status.2. Transactions with a company or organization in which the person or an immediate family member has a financial interest.3. Decisions directly affecting the person’s child’s individual educational program, discipline, or enrollment status4. Any matter where the person’s impartiality might reasonably be questioned by a disinterested observer.		

	Purpose	Presenter	Time
<p>Documentation: All recusals and the nature of the conflict shall be recorded in the meeting minutes.</p> <p>Quorum Adjustment: A Director who has recused themselves shall not be counted toward quorum for that item.</p>			
V. Academic Excellence			7:52 PM
A. Head of School Report	FYI	Anastasia Prentiss	10 m
VI. Finance			
VII. Other Business			8:02 PM
A. Next CSCE Board Meeting - Wednesday, October 8, 2025 6:00 pm	FYI	Martha Candido	2 m
B. CSCE Upcoming Events	FYI	Anastasia Prentiss	5 m
VIII. Closing Items			8:09 PM
A. Adjourn Meeting	Vote	Bill Kappenhagen	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

Reconvene to Open Session

Section: II. Closed Session
Item: B. Reconvene to Open Session
Purpose: FYI
Submitted by: Bill Kappenhagen

BACKGROUND:

https://docs.google.com/document/d/1-KGpp_x-C_W_z-EM8l1I9InVgNA-L-Dz-ObjkK_EHA/edit?usp=sharing

Coversheet

Approve Minutes - August 13, 2025 Special Meeting

Section:	III. Consent Agenda
Item:	A. Approve Minutes - August 13, 2025 Special Meeting
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Special Board Meeting on August 13, 2025

DRAFT



Community School for Creative Education

Minutes

Special Board Meeting

Date and Time

Wednesday August 13, 2025 at 5:00 PM

Location

The Community School for Creative Education

Notice of Special Meeting of the Board of Directors

Date: August 13, 2025

Time: 5:00pm

Location: CSCE, 2111 International Blvd., Oakland, CA

Zoom:

Meeting ID: 869 1819 8760 Passcode: CSCE2111

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-

Directors Present

A. Foy, A. Prentiss, B. Kappenhagen, M. Candido

Directors Absent

None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Kappenhagen called a meeting of the board of directors of Community School for Creative Education to order on Wednesday Aug 13, 2025 at 5:30 PM.

C. 3. Public Comment on Agenda Items Only

D. Governance

E. Governance

F. Governance

A. Foy made a motion to Name Eugene Stampely and Christina Michaud as Board members with voting rights.

M. Candido seconded the motion.

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

Roll Call

B. Kopenhagen	Abstain
A. Prentiss	Abstain
M. Candido	Aye
A. Foy	Aye

G. Governance

H. Governance

M. Candido made a motion to Kopenhagen named Secretary.

A. Foy seconded the motion.

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

Roll Call

M. Candido	Aye
B. Kopenhagen	Abstain
A. Prentiss	Abstain
A. Foy	Aye

II. 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 6:00 PM.

Respectfully Submitted,
A. Prentiss

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