

# CREATIVE ARTS

CHARTER SCHOOL

EST · 1994

## Minutes of Board of Directors Meeting

October 15, 2019 • 6:30pm • Creative Arts Classroom #202

1601 Turk St. San Francisco, CA

[Note: The Spanish version of this document was translated using Google Translate]

A meeting of the Board of Directors (“Board”) of CREATIVE ARTS CHARTER SCHOOL (“CACS”) was held at 6:30 p.m. on Tuesday, October 15, 2019 at 1601 Turk St., San Francisco, California.

### Supporting Documents

### Rotating Roles

- Facilitator: Laura F.
- Timekeeper: Deniz
- Process Checker: Laura L.

Following are the minutes of the meeting:

### OPEN SESSION

### Welcome & Check-In

- Call to Order: 6:36pm
  - Motion to call to order: Judy
  - Motion seconded: Justin
- Roll Call and Establishment of Quorum

Name [CACS BOD 2019/20]	Present	Absent
BOARD MEMBERS		
Kate Maselli Zimman, President	x	
Laura Lifland	x	

Justin Amirault, Treasurer	x	
Judy Lewenthal Daniel, Secretary	x	
Joe Adams		x
Deniz Bahar		x
Melanie Brooks		x
Janice Cavaliere	X - left early @ 7:45pm	
Juan Antonio Cuellar	x	
Scot Gensler	x	
Caroline Goodman	x	
Eric Talbert	x	
Kristine Waggener		x
Laura Farley, Staff Representative	x	
<b>ADMIN/STAFF</b>		
Fernando Aguilar	x	
Ann Ledo-Lane		x
Brooke Nagel	x	
Jenny Kipp		x
Maria Jenerik		

**Review of Norms** - Laura F.

**Rotating Role Reminders**

**Public Comment on General Matters**

**Consent Agenda:**

*(Informational and approval of consent agenda and items)*

- [2019-09-22Retreat Minutes & Notes](#)
- [2019-10-15 Meeting Notice & Agenda](#)
- [Accept 18-19 Unaudited actuals](#)

Motion to approve the consent agenda: Laura F.

Motion to seconded consent agenda: Kate

Vote - Approved - Unanimous: Kate, Laura, Justin, Judy, Janice, Juan Antonio, Scot, Eric, Laura F.

**Board Leadership Transition, Communication Best Practices, Community Agreements - Eric**

*(Informational only)*

- Board Leadership Transition
- Communication Best Practices
- Communication Process

**Executive Director Report**

*(Informational only)*

>Dates and Updates

10/10 - Family Arts Night

10/14 - Ta-Nehisi Coates in conversation with Michael Chabon

10/18 - Director's Coffee - 8:45-9:45am

10/19 - SFUSD Enrollment Fair - Deniz, Juan Antonio, Scot

10/21-25 - Family School Conferences

10/26 - Fall Fair

>Enrollment - 440 (fully enrolled but opening in K and 7th)

Interpretation for conferences

>Professional Development Updates

- Equity Work
  - All About Love by Bell Hooks
  - Defining Love
  - Root, Tree, Leaf - community building
  - Equity Stance
- Arts-Integration:
  - Precita Eyes Pt. 2
  - Brain Dance
  - Social Justice work

>Special Education Update

- Fully staffed:
  - 2.5 Resource Specialist + .3 RSP
  - 3 Instructional AidEs
  - Speech Therapist
  - Occupational Therapist, and School Psychologist
- Weekly Student Assistance Program (SAP) collaboration: All Special Education Staff, Maria, and Brooke
- Making strides with working with our unique populations of students and reaping benefits from the experience added with our new RSP team and Jennie McClelland's leadership and experience.

>Culture and Climate Update

- Safe Schools Ambassadors is now F.R.O.G.S. (Friends Reaching Our Goals Safely)
- Code of Conduct Committee

>Local Indicators for Dashboard

1. Self-Reflection Tool (Priority 1) – Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities
2. Self-Reflection Tool (Priority 2) – Implementation of State Academic Standards
3. Self-Reflection Tool (Priority 3) – Parent Engagement
4. Self-Reflection Tool (Priority 6) – School Climate
5. Self-Reflection Tool (Priority 7) – Access to a Broad Course of Study

>Enrollment Preferences Update re: subsidized housing / rental assistance demonstration (RAD)

**Local Indicators for Dashboard**

*(Informational and Consideration for Approval)*

- Motion to let staff complete local indicators: Justin
- Motion seconded: Scot
- Vote - Approved - Unanimous: Kate, Laura, Justin, Judy, Janice, Juan Antonio, Scot, Eric, Laura F.

**ACS Admissions and Enrollment Policy**

*(Informational and Consideration for Approval)*

- **Motion to approve enrollment policy:** Judy
  - With notation to correct name of “San Francisco Housing Authority” (not “San Francisco *Public* Housing Authority”
- **Motion seconded:** Janice
- **Vote:** Approved - Unanimous: Kate, Laura, Justin, Judy, Janice, Juan Antonio, Scot, Eric, Laura F.

**Finance Presentation - Justin**

*(Informational only)*

**Strategic Plan Review**

*(Informational only)*

- Development (5 min)
- Educational Data (5 min)
- Facilities (5 min)
- Finance (5 min)
- Governance (5 min)
- Outreach/Diversity (5 min)
- Strategic Plan (5 min)
- Teacher/Staff Support (5 min)

**ACTION ITEMS:** Update Strategic Plan with lead name + dates/times of regular meetings

## **CLOSED SESSION**

Public Employee: Discipline/Dismissal/Release

## **OPEN SESSION**

Action Items from Closed Session:

- The Board took action by a vote of 8 to 8 to authorize the Executive Director to retain licensed investigators Oracle Investigations Group, Inc. to investigate an employee grievance.

## **Process Check & Closing**

*(Informational only)*

- Process Check
  - Closing
    - **Motion to adjourn:** Kate
    - **Motion seconded:** Justin
    - **Vote:** Kate, Laura, Justin, Judy, Juan Antonio, Scot, Eric

Meeting adjourned: 8:35 pm

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