

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CITIZENS OF THE WORLD
CHARTER SCHOOL**

Date: Thursday, January 20, 2011

Time: 6:15 p.m.

**Location: Citizens of the World Charter School – 1316 N. Bronson Ave. Los Angeles, CA
90028 Teacher Work Room 323-464-4292**

MINUTES

I. Welcome & Call To Order

Present:

- Kriste Dragon
- Josh McLaughlin
- Dan Nieman
- Kate Sobel (joined by phone)
- Craig Tessler

II. Invitation For Public Comment

Jon Hafter

Recognized Tara Kelly, Sam King and Navine Karim for launching the school. Noted that the school has the opportunity to have a major donor and hasn't heard yet the plan of action for funding. He noted that many schools have celebrity patrons and it's great to have. It's important to plan for stability, to have a plan for Year 3 funding, facilities, etc.

Sandra Ponce

Requested that the board detail how they listen to administration's needs and respond and support the administration. Also suggested it would be good to get the board, administration and parents together to talk about the future of the school.

Jasmin Levander

Encouraged the board to communicate with parents about the Brown Act training and what you learned since many were unable to attend – thought this could be useful for parents to understand how the board meetings work – it appears to be political theater. Would be good to reach out to the school community and larger community for long term planning. Also asked that the board to set a concrete plan for board expansion.

Beth McNamara

Inquired about the plan to expand the board – how long can people serve and can they serve multiple terms.

III. Board Review and Approval of Minutes from the 12/16 Board Meeting. (ACTION ITEM)

Approved unanimously

Josh McLaughlin moved to approve the minutes, Dan Nieman seconded the motion and they were approved unanimously

IV. Quarterly Report on Progress on School Wide Goals

Marissa and Amy gave presentations detailing the school's progress to date on achieving its school wide goals related to academic excellence, community impact, diversity and organizational health. (see attached presentations) There was extensive discussion about the results to date noting where the school is high performing and the areas in need of focus. Emerging achievement gaps along with the critical need to ensure a diverse applicant pool were highlighted and the board offered whatever

resources are needed. There will be weekly updates on the demographics of the applicant pool as well as a special board meeting in two weeks to check in on the progress.

- V. Board Review of and Action to Approve November and December Financials (ACTION ITEM)
Rich Vazquez from ExED presented the consolidated November and December financials and shared the projected funding for 2011-2012 based on the Governor's budget. Cashflow and the check register were also reviewed. Craig Tessler moved to approve the financials, Josh McLaughlin seconded the motion, Kate Sobel abstained and the remaining board members voted to approve the financials.
- VI. Board Action to Approve the Consolidated Application Part II for Funding for 2010-2011 (ACTION ITEM)
Rich Vazquez presented the consolidated application part II for federal funding. After brief review Kate Sobel moved to approve the consolidated application contingent upon final review by the Executive Director. Dan Nieman seconded the motion and it was approved unanimously.
- VII. Board Discussion and Action on Grant Agreement with CWC Founder and Major Donor, Mark Gordon (ACTION ITEM)
*Kriste Dragon announced at the beginning of the board meeting that there would likely only be discussion on this item since the board and public were just viewing the draft agreement for the first time at the meeting. There were a number of public comments related to the draft agreement:
Beth McNamara commented on the language that Mark Gordon was the single source of capital to launch the school – what about start up grant? She also inquired about the reference to licensing the name Citizens of the World asking what that meant, what oversight was granted to the founder and sharing her understanding that during the chartering process she thought LAUSD had inquired about Mark's involvement and the response had been that he'd be a silent donor.
Jasmin Levander said she encouraged the board to have a robust discussion about the agreement and appreciated the intention to discuss not act on it tonight. She shared that she hoped to see three things in particular discussed – the assertion that Mark Gordon owns the name CWC, should the agreement encompass multi year funding and has there been legal input on the indemnity provision – does it put CWC at risk?*
- The board discussed the agreement at length noting that the term of the license and standards for terminating it needed more specificity. The board also noted that they wanted the agreement put out to the larger school community and to allow sufficient time for whatever questions people might have to be answered. It was agreed that there would be a special board meeting scheduled for two weeks from now to check in about the agreement and questions from the community.*
- VIII. Board Discussion and Action to Adopt Draft Foundational Policies to Adopt (*this is a follow up to the Carpenter and MYM board trainings on policy governance and best practices and includes review and discussion of draft policies in the areas of governing policies, executive limitations, financial policies, compliance policies, etc.*) (ACTION ITEM)

The board discussed the draft policies then Dan Nieman moved to approve/adopt the fiscal policies and procedures and umbrella complaint policy, Kate Sobel seconded the motion and it was unanimously approved.

IX. Board Chair Comment

Kriste Dragon commented on the importance of launching the strategic planning process and confirmed that Amy Held would be organizing that in the coming month. She also noted the importance of launching the Principal's Council to get school community input both on strategic planning but also budget development, etc.

X. Executive Director Comment

Amy Held confirmed plans to launch strategic planning in February with representatives from the board, parent population and staff.

XI. Confirmation Of Board Meeting Schedule - January 20th at 6:15pm for next Regular Board Meeting.

The typo was noted and it was confirmed that the next regular meeting will be 2/17 at 6:15pm with a special board meeting focused on outreach/recruitment and the grant agreement at a date in the next two weeks to be determined.

Adjourn to Closed Session and Board Chair announces items to be discussed in Closed Session.

XII. Closed Session

a. Public Employment – Executive Director – Performance Evaluation

XIII. Public Session – If required, public report on action taken in closed session (includes the vote or abstention of every member present)

Dan Nieman moved, Josh McLaughlin seconded and the board approved unanimously the format and process to evaluate the Executive Director and delegated/authorized Kriste Dragon to synthesize the board's input and Executive Director's self assessment to conduct the mid-year evaluation of the Executive Director.

XIV. Adjournment

* Board Member Kate Sobel will join the meeting by phone (323) 270-4284 from 359 Saint Marks Ave. #2 Brooklyn, NY 11238

REASONABLE ACCOMMODATION 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 a meeting or function of the Citizens of the World Charter Hollywood Board may request assistance by contacting Lily Aure (Office Manager) at lily@citizensoftheworld.org or 323-464-4292.