

**FAME Public Charter School
Board of Directors Regular Meeting
3300 Kearney St., Fremont CA
Thursday, November 18, 2010, 7:00 PM**

Reasonable accommodation for any individual with a disability -- Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting us at (510) 687-1500, ext. 120 by 3:00 P.M., Wednesday, November 17, 2010

Board Members	Present	Absent
Dr. Chisholm		X
Mr. Kastriotis	X	
Mr. Khattak	X	
Arju Iqbal	X	
Irshad Rasheed		X
Naeem Malik	X	

Minutes

1. CALL TO ORDER & APPROVAL OF AGENDA

1.01 Roll Call/Establishment of Quorum

Mr. Naeem Malik, Board President; called the meeting to order at: 7.01 PM

Role was taken.

A quorum was present.

1.02 Approval of Agenda as Posted or Revised

Mr. Malik called for the motion to approve agenda as posted

Moved: Mr. Khattak Second: Ms. Iqbal

Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

2. Approval of Minutes

2.01 Approval of corrected minutes for regular meeting October 7, 2010

Discussion: Ms. Alaiwat indicated that she had not had the opportunity to update the minutes.

Mr. Malik called for the motion to table the minutes to the next regularly scheduled meeting.

Moved: Mr. Kastriotis Second: Ms. Iqbal

Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

3. COMMUNICATION FROM PUBLIC *(Limited to 3 minutes per person (or as established by the Board President), but there is no limit on the number of members of the public who may speak. At a special board meeting there will be no public comment on matters NOT on the agenda.)*

3.01 Public comment regarding matters ON the agenda

Linda Mohammad, San Leandro PTO parent: concerned that the board meetings are starting late and asked that the board rotate the locations of their meetings. She commented on the Director of Language Development position and suggested that cuts be made in other areas.

Therese Norlander, teacher: concerned about the elimination of a position that was newly created. She expressed her desire for the board to keep the position. She invited the board members to visit the school sites.

Sara Whittington, teacher: wanted to know what kind of budgetary process was taken to determine the removal of the position. She indicated that Ms. Kastriotis was a wonderful person to work with and wanted to know where she would be placed in the organization if the position is eliminated.

Debra Wong; teacher: Wanted to know where Ms. Kastriotis would be placed if the position is eliminated and encouraged the board to keep the position.

Tahani Ibrahim, parent: thanked the board for ensuring that textbooks were received; commented that her son was in the Arabic Immersion program and that she appreciates the work that the teacher does with the children.

Babalawa Kwanele, parent: concerned about item 6.06 and wanted to know what would happen to employee if the position was eliminated and questioned what was the board's process to determine which budget cuts should be made.

3.02 Public comment regarding matters NOT on the agenda

None

4. BOARD MEMBER COMMENTS ON ITEMS NOT ON THE AGENDA

4.01 Board members may make a brief announcement or make a brief report on his or her own activities.

Mr. Khattak commented that board members have continued to work hard on developing the committees and a formal process for adopting committees by the board.

5. OFFICER & SCHOOL DIRECTOR REPORTS

5.01 CEO – Maram Alaiwat

The CEO provided a written report to the board on areas of public and board interest, including general information on Title 1 to determine the feasibility of applying for such fund, which the CEO recommended against, details with regards to items included the First Interim Report which was an item pending board approval, major expenditures at the school level including the cost of the foreign language program (excluding the immersion grant) and the estimated cost to the school of class size reduction in the grades K-3 and high school.

6. ITEMS FOR BOARD DISCUSSION/APPROVAL

6.01 Removal of board member

Ms. Arju called for a motion to discuss the item; item died for lack of a second
Mr. Khattak made a motion to table Second: Mr. Malik

Ayes: Mr. Kastriotis, Mr. Khattak, Mr. Malik,

Noes: Ms. Iqbal

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

6.02 Interview with board candidate

The board of directors interviewed Mr. Tom G. Tsuei. The board asked a variety of questions relevant to serving on the board of a non-profit organization. Mr. Malik mentioned that he conducts counseling for in Fremont/Hayward/Oakland. He advises people on how to set up a business. Mr. Tsuei came to him as a client and he feels that Mr. Tsuei has a solid background and he asked if he would like to come interview for a board candidate. Mr. Kastriotis inquired about Mr. Tsuei's philosophy of education; what he thought was the number one challenge facing schools today; and what qualities make a good teacher.

Mr. Khattak indicated that Mr. Tsuei's resume spoke for itself and asked how would the board and the school as whole benefit from his rich background.

Ms. Iqbal asked what made Mr. Tsuei interested in being a board member at FAME.

Mr. Malik thanked Mr. Tsuei for coming and the board had no further questions.

6.03 Appointment and seating of new board member

Discussion: The board determined that they would interview two more applicants whose resumes were recently received but not take any more applications.

Mr. Malik called for a motion to table

Second: Ms. Iqbal

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Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

6.04 Committee update and approval of Resolution for Board Committees

Discussion: Mr. Malik explained the committee adoption process and that two resolutions would be presented in order to formally adopt a Finance and IT Committee. The attorneys have already reviewed these two proposed committees and we now have a resolution to adopt these committees; once the board approves a committee then the committee lead selects members and no individual committee has power to make a decision or act but only the full board can vote on recommendations of each individual committee. The committee's jobs are to set down and work with staff to figure out particular processes and then report back to the board. Ms. Alaiwat stated that one of the most difficult tasks is to suggest cuts and that she was also responsible for the financial health of the school but if the committee steps in and makes decisions different than what she would like then the board becomes liable. Mr. Malik stated that all groups need to work together and make a group decisions.

Mr. Khattak presented the IT committee; he stated the purposed of the committee and the key items of the committee. He read a portion of the resolution for the public present.

Ms. Alaiwat asked for clarification regarding voting and non-voting members and whether the members would only being discussing IT and not other issues. She asked to not be a member of the committee.

Mr. Iqbal, Mr. Rasheed, and Mr. Malik are committee members to date. This is a standing committee and has to be run in accordance with the Brown Act.

Mr. Kastriotis called for a motion to approve the Resolution for the IT Committee including the proposed members

Second: Ms. Iqbal

Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

Financial Committee: Mr. Kastriotis; Stated the purpose for the minutes including responsibilities and duties; composition of committee.

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Ms. Alaiwat questioned who would be removing any members and wanted to make sure that no one with financial interest or conflict of interest was on the committee

Mr. Malik, Mr. Khattak and Mr. Kastriotis are currently suggested to be on the committee.

Ms. Alaiwat stated she felt that a board member that has to recuse him/herself for financial interest on budgetary items should not be on the finance committee. Health care, salaries and positions would pose an issue.

Mr. Kastriotis called for a motion to approve the Resolution for Finance Committee

Second: Mr. Khattak

Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

Ms. Arju called for a motion to add Mr. Khattak as a committee member, Second: Mr. Malik,

Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

Mr. Khattak called for motion to add Mr. Malik as a committee member, Second: Mr Kastriotis

Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

Mr. Khattak made a motion Kastriotis to be a member with a condition that the board first confirm with legal counsel whether a conflict of interest would impede his ability to serve on the committee.

Second: Mr. Malik

Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

8:44- 8:53 BREAK

6.05 Discussion and Approval of First Interim report

Discussion: Mr. Rizvi reviewed the First Interim report. Stated the format of the report and explained the three columns. The red numbers are numbers that have changed. The deficit has changed from \$350K down to \$125K. Mr. Malik indicated that the school still doesn't know what the State will do and wondered why do we need to adopt our budget now? Mr. Rizvi explained that we have to adopt a budget in June, and then review it again via the First Interim which has to be certified by ACOE and sent by December 7th. Ms. Alaiwat explained also that FCMAT will be in next week and that the budget has to be certified. They will be here for two days. They will be reviewing a three year projection. The budget will be reviewed again via the second interim report in March. And, the budget can be reviewed and modified anytime the board likes. The interim reports are only specific reporting requirements and not submitting on time suspends our revenue. Mr. Khattak said the board stipend should be suspended for now so the total comes down below 100K. Mr. Kastriotis stated that we are only in dept \$125K, it's not necessary to go to FCMAT with a zero balance. Ms. Alaiwat said that is correct because right now the State is not issuing money so they are allowing some negative balances. The sites run negative balances but the IS runs a positive balance which sustains the sites. If you separate out the Kearney street campus, it runs a debt and could not support itself. Positions were created based on having several 100K more due to enrollment projections. The projections were not met and we did not have a State budget when some of the positions were created. She stated that five years from now we should renew each school independently. Mr. Malik said that we need to look into the budget in more detail and consider the fundraising but we have to look at how we can sustain the program. One way may be able to buy a building so that we can save money on rent and have the space we need. Ms. Alaiwat stated that if we increase attendance on a daily basis we would raise funds. Also we can increase enrollment. If the stipends are removed then bottom line would be 99K. A 99K budget deficit will pass. If we had tried to pass with 300K it wouldn't go through. She further stated that by approving this budget the board would be approving the budget cuts that were proposed in the email that she sent to the board members. Her suggestions included the elimination of one aid position and the elimination of the Director of Language position. All the other cuts are related to contractual services. Final discussion determined that at this point the board stipends would remain in the budget.

Mr. Malik called for a motion approve the first interim budget as presented.

Moved: Ms. Iqbal Second: Mr. Khattak

Ayes: Ayes: Ms. Iqbal, Mr. Kastriotis, Mr. Khattak, Mr. Malik

Noes: None

Abst: None

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

6.06 Discussion and possible approval to eliminate Director of Language position for budgetary reasons

Discussion: Mr. Kastriotis asked to recuse himself from the discussion citing conflict of interest as the employee currently in the position is his daughter, Ms. Krista Kastriotis. Ms. Alaiwat said the request is not a reflection on the person. She explained that the position was originally approved before notification of the FLAP grant funding, before the state budget was passed, and that our enrollment numbers are different than anticipated. In July FAME and ACOE got the grant and it was accepted at the federal level based on Alameda County Office of Education being directors of the grant. The county does not want to give FAME the position and pay for it out of the grant funds, instead they want to maintain control of the program oversight. So in effect it is a redundant position. FAME created the position in anticipation that we would have the budget for the position. The charter contains the Arabic immersion program so we anticipated having to staff it. However, the county was made directors of the grant. Mr. Malik asked if we can offer Ms. Kastriotis another position. Ms. Alaiwat indicated yes that she wanted to offer her a position providing the changes being proposed are accepted.

Mr. Malik called for a motion to remove the position of Director of Language Development

Moved: Ms. Iqbal Second: Mr. Khattak

Ayes: Ms. Iqbal, Mr. Khattak, Mr. Malik

Noes: None

Abst: Mr. Kastriotis

Absent: Dr. Chisholm, Mr. Rasheed

Motion Carried

The board convened to closed session at 10:02 PM.

7. ADJOURNMENT TO CLOSED SESSION POSTED PURSUANT TO THE RALPH M. BROWN ACT CALIFORNIA GOVERNMENT CODE SECTION 54956.86 and 54956

7.01 Public Employment: CEO, possible amendment to leave provisions of employment contract

7.02 Public Employment: Discipline/dismissal/release

8. REOPENING IN OPEN SESSION

Announcement of action taken in closed session (if any).

The board reconvened in open session at 11:14 and stated action taken in the closed session as follows:

The board ratified the CEO's recommendation regarding staffing changes.

9. MEETING ADJOURNMENT

The meeting adjourned at 11:15 PM.

As required by the Brown Act, in CA Government Code Section 54969, notice of this regular meeting was posted, delivered, and received at least 72 hours before the time of the meeting. None of the agenda items will begin earlier than the posted opening meeting time. The Board may alter the sequence of the agenda items at the meeting.