

**FAME Public Charter School  
Board of Directors Regular Meeting  
3300 Kearney St., Fremont CA  
Thursday, October 7, 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) 687-9111, ext. 104 by 3:00 P.M., Wednesday, October 6, 2010*

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>	<b>Members of the Community</b>
<b>Dr. Robert Chisholm</b>	<b>X</b>		<b>See Attached</b>
<b>Mr. Dimitrios Kastriotis</b>	<b>X</b>		
<b>Mr. Iqbal Khattak</b>	<b>X</b>		
<b>Mrs. Arju Iqbal</b>	<b>X</b>		
<b>Mr. Irshad Rasheed</b>	<b>X</b>		
<b>Mr. Naeem Malik</b>	<b>X</b>		

**Minutes and Agenda**

**1. CALL TO ORDER & APPROVAL OF AGENDA**

- 1.01 Roll Call/Establishment of Quorum/Recital of Mission Statement  
Dr. Robert Chisholm, Board President; called the meeting to order at 7:01pm
- 1.02 Approval of Agenda as Posted or Revised  
Motion to approve Agenda as posted  
Moved: Mr. Khan Second: Mrs. Iqbal  
Ayes: 6  
Motion Carried 6-0

**2. Approval of Minutes**

- 2.01 Approval of minutes for regular meeting August 20, 2010  
Motion to approve minutes as written  
Moved: Dr.Chisholm Second: Mr. Kastriotis  
2 ayes  
Motion Carried: 2-0  
Remaining board members abstained as they were either not at the meeting or not board members at that time.

**3. PRESENTATION**

- 3.01 Nathalie Longree-Guevara, Alameda County Office of Education, Arabic Immersion Program Update  
Ms. Longree-Guevara provided an update on the FLAP grant and program implementation. She discussed the major focus of the grant and objectives of the program as well as the professional development that is being provided to FAME Arabic and foreign language teachers. She

indicated that the program is currently filled to capacity and that the teachers handling the program are doing a wonderful job. The emphasis this year will be on curriculum development and continued staff training.

Board members asked a variety of questions regarding ongoing funding of the program as it grows and how the implementation is different or similar to the Chinese immersion program that Ms. Longree-Guevara is also overseeing. Ms. Longree-Guevara discussed the difficulty of learning Arabic language and how the program will become a model for other schools to follow.

Break: 7:29-7:33

**4. 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.)*

4.01 Public comment regarding matters ON the agenda

None

4.02 Public comment regarding matters NOT on the agenda

Othman Asad: questioned about the steps the board had taken since the last meeting to expedite the investigation process. He expressed concern that the more time it takes to resolve current issues the more detrimental it is to the students and the staff which is bad for morale. He also requested that the board allocate money to buy projectors for the classrooms.

Tahani Ibrahim; FAME parent: questioned who she would contact to get items on the board agenda and requested to know about such agenda procedures.

Sarah Whittington; teacher: asked for clarification about the Arabic foreign language program at FAME and indicated that there were parent concerns about instruction and the cut back in the number of days a week and length of the period Arabic is being offered. She indicated that she feels the morale of school is low and questioned what the board is going to do to support staff, parents, and administrators to provide a safe environment for her to do her job.

June Delane; concerned citizen and former teacher: indicated that there were issues when she was a teacher and that things do not appear to have gotten any better. She wanted to know what is going on at FAME, why are things not getting any better, how the funding is being used or not used to support students.

Linda Mohammad; parent: stated that last week she was verbally attacked by a FAME staff member for which she wrote a complaint to a board and had not received an acknowledgement. She indicated that she felt FAME students were suffering while everyone is figuring out who is doing what to whom instead of solving problems.

Mohamed Shabaan; parent: indicated that some teachers still do not have curriculum, and wanted to know about the hot lunch program. He indicated that we all need to work together to solve our current problems.

Camille Dana; parent: had questions about the PE program curriculum and wanted to know what was happening with the lunch program. She also indicated that she had received a form giving permission to use the Internet but didn't think that her child was using the Internet at the school and wanted to know more about that.

Aaleyah Gaphoor; parent: requested an update from the past meetings and indicated that there has been a lack of professional conduct on both sides. She felt there was no channel of communication at the school or information about how a parent may write a complaint. Asked for clarification about what was happening with moving principals to different sites and questioned that if a principal can be moved mid-stream what is to keep teachers from being moved. She indicated that if her child's teacher were moved abruptly it would be very devastating.

Sima; concerned citizen: wanted to know how topics got posted on the board's agenda and said that the board can't respond but the CEO can respond to comments or questions. She indicated concern for the school but that she leaves hope that there will be change.

Shafah Arsala; student: indicated that the \$14,000 spent to update the camera system should be spent on smaller needs that make a big difference such as printers so teachers don't have to run back and forth to the copy room or use their personal printers; that four different courses for one math teacher for the high school is too much and that the teacher is taking home a lot of papers to grade.

Sameera Siddiqui; employee: expressed concerned over the past few weeks about what was happening at her school site and that there are no principals at any site right now and wondered why something was not being done about it. She indicated that there were few women in the community that she has admired more than Maram (Alaiwat) and few people who have disappointed her more.

## **5. BOARD MEMBER COMMENTS**

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

Dr. Chisholm indicated that the investigator had been at FAME for three days, had 90 pages of material to review and that the board could expect the report to be completed by next week. He asked for continued patience and stated that when he received the report he would share it with the rest of the board and legal counsel will direct him on what we can be shared. He stated that he would only be able to tell the community information that can legally be shared.

Mr. Rasheed: indicated that he asked for the names of the persons presenting comments so he can get to know members of the community and not to put the speaker in an awkward position; he is trying to determine who the stakeholders of the school are so he can get to know them so everyone can work together.

Mr. Kastriotis: mentioned that at the last meeting the board received a petition or complaint from the parents and wanted to know if that petition or complaint needed to be read into the minutes. Lisa Corr, legal counsel responded that the board could not this meeting read it into the minutes but that the parent who handed it to the board could have read it into the minutes at another meeting.

Mr. Khan: indicated that he is hearing the parents and that he also a parent and appreciates the concerns that have been brought; the community is bringing good questions such as the math teacher having such a large load. As he knows more of how things work he will be working with parents to solve issues. He indicated that if we do not have the budget for something we need to look at cuts but not short change the students.

Break: 7:50-8:05

Mr. Rasheed stated that at the previous board meeting the board went through quite a few items such as board code of ethics, strategic planning, etc; and there will be a report out on those items in November; the commitment the board has made was to give feedback in November; asked the audience to please be aware that they are trying to do the best they can.

Mr. Malik introduced himself as the newest board members stating that he has a background in engineering and teaching; 15 yrs of nonprofit experience, 10 yrs of commercial real estate experience, and is currently a counselor at Score where he helps small businesses get started. He indicated that he is listening to the concerns and that we all have to work together. He will try his best to bring something beneficial to everyone.

Dr. Chisholm indicated that work is being done on the policy about how to get something on the agenda so the process can be streamlined and the board will give everyone an update on what they need to do in November.

## 6. PRESENTATION

### 6.01 School budget development training presentation by Karl Yoder, DMS

Excerpted from presentation handout:

Faced with a very negative budget climate statewide, FAME still managed to end the 2009-10 year approximately even, with a budget deficit of \$94,552 on a total budget of approximately \$10.4 million. This deficit reduced reserves from \$1,025,711 to \$932,159, or 8.9% of expenses, still above statewide recommended levels (recommended reserve level is 5% or greater). For the 2010-11 year, the original July budget anticipated an additional deficit in the current year of \$310,622, which would reduce reserves to \$621,537 (5.8%). However, while enrollment and "average daily attendance" are now projected to be 40 fewer than originally anticipated, the overall budget picture looks significantly better due to two main factors:

- The federal Education Jobs Bill, which is providing an additional \$275,598 this year, and
  - The final State Budget, being approved today or tomorrow, providing an extra \$300/student.
- Assuming other factors approximately equal after slightly reducing expenses to reflect 40 fewer students, the revised budget update now assumes a surplus of \$153,239 – in other words, a positive change of \$463,861. An important caveat – while the Education Jobs money and the initial state budget projections can be relied upon, changes in the state's situation later in the year could mean later revisions to funding levels. In addition, changes at the school level can also significantly impact the bottom line, including enrollment changes and other revisions. The First Interim Budget will contain any additional revisions needed to both revenues and

expenses. Currently, cash flow is stable due to the school's existing \$3.5 million cash flow coverage, but additional state deferrals may require additional borrowing in Spring 2011. Board members had a opportunity to ask questions and seek clarification on the information presented.

## **6. OFFICER & SCHOOL DIRECTOR REPORTS**

### 6.01 CEO – Maram Alaiwat

Ms. Alaiwat thanked the crowd and she not only empathized with their concerns but also shared them. She indicated that she wanted to assign much of her floor time to Julie Mattoon, Director of Special Programs, who was prepared to share some information with them, since many of the concerns related to high school transcripts and course issues. She invited parents to make appointments and visit her in the office, and reminded spectators that the reason we have change is to make improvements, and that a shift in site administration was necessary to trigger such change. She also reminded parents that FAME has hired more teachers and increased staff, while maintaining very small class size, while other schools were laying off teachings and increasing class size. Ms. Alaiwat concluded by adding that the students and teachers were the most important elements of the organization and that she will continue to work with the board towards making improvements that directly enhance services in the classroom.

### 6.02 Julie Mattoon, Director of Special Programs

Ms. Mattoon provided the board with a list of her job duties so that the new board would know what her responsibilities are. She gave an update on her background with Independent Study and charter schools and her work with BASIS/FAME. She indicated that she has particular interest in Special Education due to her own experience as a parent and an administrator. This year she began overseeing the new academic counselor. That involved overseeing the a-g program which is FAME's UC approved courses and ensuring consistency of the high school program between the independent study program, which has about 200 high school students, and the site programs. When she started overseeing the counselor, who had started part time last march and full time in August, she instructed her to review all transcripts for high school students as we had seen some concerns in the past. She wanted information what kind of classes are they getting. Some problems were found in IS program regarding general program and college prep assignments. The Kearney St. concerns were a little bit different. She went on to describe the issues found, mainly with math and Arabic class assignments and what was being done to correct the issues. Question from the board members ensued:

Ms. Iqbal questioned who was responsible for maintain the transcripts. Ms. Mattoon and the CEO concurred that Mr. Wazwaz was responsible for tracking them and ensuring they were accurate. Mr. Malik indicated that he had been involved with many schools wondered why there was no course sequence plan in place. Ms. Alaiwat indicated that a plan had been in place but the administrators hadn't followed it. Ms. Mattoon concurred that and indicated that the only thing that the site staff needed to develop was the Arabic courses. Mr. Khan stated that it sounded as if the biggest issue was that there was a process in place but not being followed. Ms. Alaiwat indicated that Newark administrators haven't been able to intervene at

the sites but now they were going to go into the sites and determine what the issues are. One of her courses of business is to hire for a new math teacher and also hire more Arabic teachers.

## **7. ITEMS FOR BOARD DISCUSSION/APPROVAL**

### 7.01 Election of Board Officers

Discussion: Dr. Chisholm indicated that he had been board president since the school started and was with the Sunol Glen school board when BASIS came to the board and we voted to authorize the charter. He stated he had been on school boards for 16 years and wished to step down from the board presidency. He further stated that he had been invested in the school for many years and loaned the school \$100,000 during the first year. He would always be available to answer any questions and would continue his board presidency until the investigation was complete. Mr. Malik stated that Bob had done an excellent job, serving on a board is not easy. He further stated that circulation of board positions is important for the board to stay healthy and recommend that the board officers only have a one year term and that board members not have any personal interest in becoming employees of the school.

Lisa Corr reviewed the bylaws and noted that they currently do not address a term for officers. The bylaws could be amended to indicate officer terms and reviewed in November.

Mr. Kastriotis indicated that he has two daughters working at the school, one working 9 years and another 7 years. He was enthusiastic to join the board and offer what knowledge that he could. He said the law did not prevent him from joining the board and last June during a board training on the Brown Act it was indicated that it was not a problem for him to serve on the board. He stated that if the new board members feel that it is a conflict he would step down from the board but not until the investigation of himself is completed.

Mr. Malik explained that he was not indicating that Mr. Kastriotis had a conflict but that some people come on to board positions hoping to move into a position within the organization which he did not feel should be allowed. He also asked Dr. Chisholm to please withhold his withdrawal until the new board had a little more experience. Other members concurred.

Motion to table the election of officers

Moved: Mr. Malik      Seconded: Mr. Kastriotis

Vote: 6 ayes

Motion Carried: 6-0

### 7.02 Review and discussion of Campus Search and Seizure and Student Locker Policies.

Motion: to open for discussion

Moved: Mr. Kastriotis      Seconded: Irshad Rasheed

Discussion: Lisa Corr indicated that the current policies comply with the law; generally speaking students have rights when they are on your campus. An individual locker can be searched with reasonable suspicion; otherwise FAME cannot do a targeted locker search. Can search all lockers with a reasonable concern or can randomly search lockers. Random searches should have pattern of search such as every 5<sup>th</sup> locker. The main issue is how the policies are being

implemented. She indicated that the 2006 policy would be best if the language about the lockers is modified so there is no confusion with the locker policy. Questions from board members ensued:

Mr. Rahseed: indicated that at the last meeting one of the parents had questions about a locker search that was conducted and indicated that any time a parent expresses concern about a search that it should be follow-up on.

Mr. Malik: suggested that any time a locker or personal effects are searched that photographs should be taken.

Lisa Corr: Indicated that off hand she didn't see any problems with photographs and that it may be a good idea and that she wanted time to research it before any policy decisions were made and would send language to Ms. Alaiwat to update the policies as needed.

Dr. Chisholm read the closed session items into the minutes. Adjourned to closed session at: 9:30 PM

## **8. ADJOURNMENT TO CLOSED SESSION POSTED PURSUANT TO THE RALPH M. BROWN ACT CALIFORNIA GOVERNMENT CODE SECTION 54954.5 and 54957**

8.01 Public Employee Appointment – Title: Teacher

8.02 Conference with legal counsel – Significant exposure to litigation pursuant to subdivision (b) Section 54956.9 (multiple cases)

## **9. REOPENING IN OPEN SESSION**

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

Dr. Chisholm reported that Ms. Brenda Robinson had been reinstated as a teacher with FAME.

## **10. MEETING ADJOURNMENT**

Motion to Adjourn: Moved: Mr. Kastriotis Dr. Chisholm closed the meeting at: 11:05 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 24 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.*

