

OAKLAND UNIFIED SCHOOL DISTRICT  
Office of the State Administrator

June 25, 2008

To: Vincent Matthews, State Administrator  
Board of Education

From: Kirsten Vital, Chief of Community Accountability  
David Montes de Oca, Coordinator, Office of Charter Schools

Re: **Public Hearing and Adoption of Resolution No. 0708-0227 - Request To the California State Board of Education for Specific Waiver of Education Code Section 47612.5 Pertaining To Minimum Length of Instructional Minutes and/or Instructional Day Regarding Pupils at Lionel Wilson College Preparatory Academy for Fiscal Year 2006-2007**

**ACTION REQUESTED:**

Conduct **Public Hearing and Adopt Resolution No. 0708-0227 - Request To the California State Board of Education for Specific Waiver of Education Code Section 47612.5 Pertaining To Minimum Length of Instructional Minutes and/or Instructional Day Regarding Pupils at Lionel Wilson College Preparatory Academy for Fiscal Year 2006-2007.**

**BACKGROUND:**

The 2006-2007 audit of Lionel Wilson College Preparatory Academy resulted in a finding that a teacher at the school was not properly credentialed and that apportionment penalties could be assessed by the California Department of Education per Sections 47612.5(a)(1) and 47612.5(c) of the California Education Code. Aspire Public Schools ("Aspire"), Lionel Wilson College Preparatory Academy's charter management organization, is seeking a waiver of this reduction in apportionment per Education Code Section 47612.6. Aspire is also appealing this teacher credentialing penalty to the California Department of Education.

Education Code Section 47612.6 states that the State Board of Education may waive fiscal penalties calculated pursuant to Section 47612.5 if the charter school agrees to maintain instructional minutes equal to the minutes it failed to offer and the minimum number of required instructional minutes for twice the number of years that it failed to maintain the required minimum instructional minutes for the fiscal year. To satisfy this waiver requirement, Lionel Wilson College Preparatory Academy offered an excess of 4,670 instructional minutes in Fiscal Year 2007-2008. This amount makes up for the 1,859 instructional minutes for which the school was penalized. Additionally, Aspire enacted a policy in January 2008 to ensure that all teachers are properly credentialed.

Pursuant to Education Code Section 33050, OUSD, as authorizer of Lionel Wilson College Preparatory Academy, must submit this waiver request on behalf of the school. Staff recommends that the State

Administrator and /or the Board of Education pursuant to Education Code Section 47612.6, and as documented herein, submit a Request for a Specific Waiver of Education Code Section 47612.5, which if granted, will result in no loss of apportionment for Lionel Wilson College Preparatory Academy for its audit finding regarding instructional minutes.

**FISCAL IMPACT**

The adoption of the Request by the District and granting of the Waiver by the State Board of Education will allow Lionel Wilson College Preparatory Academy to maintain apportionment and will not have a negative fiscal impact on the District.

**RECOMMENDATION:**

Conduct **Public Hearing and Adopt Resolution No. 0708-0227 - Request To the California State Board of Education for Specific Waiver of Education Code Section 47612.5 Pertaining To Minimum Length of Instructional Minutes and/or Instructional Day Regarding Pupils at Lionel Wilson College Preparatory Academy for Fiscal Year 2006-2007.**

Attachments: Resolution No. 07808-0227  
California Department of Education Specific Waiver Request Form CSIMR-1  
Supporting Documentation from Aspire Public Schools



OAKLAND UNIFIED SCHOOL DISTRICT

Office of the State Administrator

1025 Second Avenue, Room 301

Oakland, CA 94606

Phone (510) 879-8200

Fax (510) 879-8800

**RESOLUTION  
OF THE  
STATE ADMINISTRATOR  
OF THE  
OAKLAND UNIFIED SCHOOL DISTRICT**

**Resolution No. 0708-0227**

**Request To the California State Board of Education for Specific Waiver of Education Code Section 47612.5 Pertaining To Minimum Length of Instructional Minutes and/or Instructional Day Regarding Pupils at Lionel Wilson College Preparatory Academy for Fiscal Year 2006-2007**

**WHEREAS**, Aspire Public Schools ("Aspire") operates Lionel Wilson College Preparatory Academy, a charter school authorized by the Oakland Unified School District ("The District"); and

**WHEREAS**, Education Code Section 47612.6 provides that the State Board of Education may waive fiscal penalties calculated pursuant to subdivision (c) of Section 47612.5 for a charter school that fails to offer the minimum number of instructional minutes required pursuant to subdivision (a) of section 47612.5 for the fiscal year; and

**WHEREAS**, the 2006-2007 Lionel Wilson College Preparatory Academy Fiscal Year audit found that a teacher was not properly credentialed and therefore apportionment penalties could be assessed for a deficit of 2,390 instructional minutes; and

**WHEREAS**, to waive this reduction in apportionment, District/Lionel Wilson College Preparatory Academy is requesting a Specific Waiver of Education Code Section 47612.5; and

**WHEREAS**, Aspire Public Schools has provided the required background documentation supporting its request, including required documentation that Lionel Wilson College Preparatory Academy offered an excess of 4,670 instructional minutes in Fiscal Year 2007-2008 to make up for 1,859 instructional minutes for which the school was penalized; and

**WHEREAS**, Education Code Sections 33050-33053 provide for the charter school authorizing entity - Oakland Unified School District - to request that the State Board of Education waive sections of California Education code or implementing regulations on behalf of a charter school; and

**WHEREAS**, the request by the District for and granting of the Waiver by the State Board of Education will allow Lionel Wilson College Preparatory Academy to collect apportionment, which it would otherwise be denied; and

**RESOLUTION  
OF THE  
STATE ADMINISTRATOR  
OF THE  
OAKLAND UNIFIED SCHOOL DISTRICT**

**Resolution No. 0708-0227**

**Request To the California State Board of Education for Specific Waiver of Education Code Section 47612.5 Pertaining To Minimum Length of Instructional Minutes and/or Instructional Day Regarding Pupils at Lionel Wilson College Preparatory Academy for Fiscal Year 2006-2007**

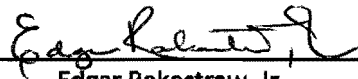
**Page 2 of 2**

**WHEREAS**, the request by the District and granting of the Waiver by the State Board of Education will not have a negative fiscal impact on, or otherwise harm, the District; and

**WHEREAS**, at its June 25, 2008 meeting, the State Administrator and/or Board of Education held a public hearing on said Waiver request,

**NOW, THEREFORE, BE IT RESOLVED**, the State Administrator hereby approves the Request To the California State Board of Education for Specific Waiver of Education Code Section 47612.5 Pertaining To Minimum Length of Instructional Minutes and/or Instructional Day Regarding Pupils at Lionel Wilson College Preparatory Academy for Fiscal Year 2006-2007, incorporated herein by reference as though fully set forth and authorizes the submission of same with requisite supporting documentation.

I hereby certify that the foregoing is a true, accurate, and complete copy of a Resolution adopted by the State Administrator at a Special Meeting of the State Administrator and/or the Board of Education of the Oakland Unified School District on this 8<sup>th</sup> day of July, 2008, in Oakland, CA.



Edgar Rakestraw, Jr.

Secretary, State Administrator and  
Board of Education  
Oakland Unified School District

May 5, 2008

Vincent Matthews  
Oakland Unified School District  
1025 2nd Ave.  
Oakland, CA 94606

Re: Corrective Action for 2006-2007 audit findings

Dear Mr. Matthews,

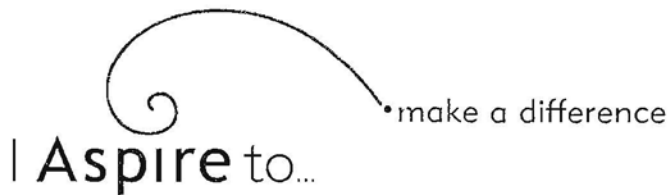
On the 2006-2007 audit finding 06-2 for Aspire Public Schools, our auditors Gilbert and Associates found that several teachers at our schools were not properly credentialed, and therefore apportionment penalties could be assessment by the CDE as per Sections 47612.5 (a)(1) and 47612.5 (c) of the Ed Code. We offer that this reduction in apportionment should be waived as per the provisions of Ed Code 47612.6.

Aspire Public Schools is currently appealing all teacher credentialing penalties for charter schools on various legal and practical grounds to the CDE. While not releasing these claims or in any way limiting the arguments and tools available to us in this process, several of the potential penalties identified in our FY2006-2007 Audit (section 06-2) may be easily waived under the provisions of 47612.6. The finding applies to two different schools operated by Aspire Public Schools – Lionel Wilson College Preparatory Academy & Millsmont Academy.

✓ Lionel Wilson College Preparatory Academy:

Lionel Wilson College Preparatory Academy (Wilson Prep) satisfies the instructional minute requirement, as it currently (FY2007-2008) offers 69,470 instructional minutes, which is 4,670 more than the minimum in 47612.5(a)(1) of 64,800. Thus, the penalties of 1,859 minutes cited in Aspire's audited financial statements for the period ended June 30, 2007 will be made up in FY2008-2009 and FY2009-2010 with credentialed teachers. This satisfies the requirements for the waiver as outlined in 47612.6. We have provided the following supporting documentation:

- The current FY2007-2008 schedule of instructional minutes for grades 9-12 at Wilson Prep



- In January 2008, Aspire enacted a policy to ensure that all teachers are properly credentialed. A copy of the policy is attached for your review under the Response to Teacher Credentialing/Instructional Time Audit Finding.
- Board Consent minutes approving the Waiver Request.
- The CDE General Waiver Request form for this school.

Millsmont Academy:

Millsmont Academy satisfies this requirement, as it currently (FY2007-2008) offers 62,245 instructional minutes for grade 7, which is 8,245 more than the minimum in 47612.5(a)(1) of 54,000. Thus, the penalty of 2,390 minutes for the 7th grade teacher cited will be made up in FY08 and FY09 with credentialed teachers. This satisfies the requirements for the waiver as outlined in 47612.6. We have provided the following supporting documentation:

- The current FY2007-2008 schedule of instructional minutes for grade 7 at Millsmont Academy, which was the affected grade.
- In January 2008, Aspire enacted a policy to ensure that all teachers are properly credentialed. A copy of the policy is attached for your review under the Response to Teacher Credentialing/Instructional Time Audit Finding.
- .
- Board Consent minutes approving the Waiver Request.
- The CDE General Waiver Request form for this school.

Please feel free to contact myself should you have any more questions or require more information regarding these waiver requests. Thank you for your prompt attention to this matter, we look forward to a speedy resolution.

Sincerely,

Michael Barr  
Chief Financial Officer  
Aspire Public Schools

**SPECIFIC WAIVER REQUEST**

CSIMR-1 (Rev. 3/17/06) <http://www.cde.ca.gov/re/lr/wr/>

Page 1 of 1

**Charter Schools  
Instructional Minute Requirements  
Waiver of Audit Penalty**

Send Original plus one copy to:  
Waiver Office, California Department of Education  
1430 N Street, Suite 5602  
Sacramento, CA 95814

**Faxed originals will not be accepted!**

						<b>CDS CODE</b>					
						0	1	3	0	6	6
Local educational agency: Lionel Wilson College Preparatory Academy				Phone contact and recipient of approval/denial notice: (510) 434-5021 Jessica Stinson				Contact person's e-mail address: Jessica.stinson@aspirepublicschools.org			
Address: 1001 22 <sup>nd</sup> Ave., Suite 100		(City) Oakland		(State) CA		(ZIP) 94606		Phone (and extension, if necessary): (510) 434-5021			
*Period of request: (month/day/year) From: 07/01/06 To: 06/30/07 *NOTE: Use the fiscal year of the audit finding						Local board approval date: (Required) 02/20/2008					
<b>LEGAL CRITERIA</b>											
<b>Authority for the waiver:</b> <i>Education Code (EC) Section 47612.6. (a) The State Board of Education may waive fiscal penalties calculated pursuant to subdivision (c) of Section 47312.5 for a charter school that fails to offer the minimum number of instructional minutes required pursuant to subdivision (a) of Section 47612.5 for the fiscal year.</i>											
<b>1. Education Code or California Code of Regulations</b> Section to be waived: <i>Education Code (EC) Section 47612.5. (c) A reduction in apportionment made pursuant to subdivision (a) shall be proportional to the magnitude of the exception that causes the reduction. For purposes of paragraph (1) of subdivision (a), for each charter school that fails to offer pupils the minimum number of minutes of instruction specified in that paragraph, the Superintendent shall withhold from the charter school's apportionment for average daily attendance of the affected pupils, by grade level, the sum of that apportionment multiplied by the percentage of the minimum number of minutes of instruction at each grade level that the charter school failed to offer.</i>											
<b>2. Required attachments:</b> Following is a list of additional documentation to be enclosed with the waiver request.  1. Copy of the final audit finding showing penalty amount and shortage information, and your response to the audit finding.  2. Explain: <ul style="list-style-type: none"> <li>• Why shortage occurred (attach calendars as indicated in #3)</li> <li>• Number of minutes short</li> <li>• Number and grade level of students affected</li> <li>• How many grade levels you serve (to be able to follow affected students for two-years)</li> </ul>											
<b>District or county certification</b> – I hereby certify that the information provided on this application is correct and complete.											
Signature of superintendent or designee:				Title:				Date:			
<b>FOR CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY</b>											
Staff Name (type or print):				Staff Signature:				Date:			
Unit Manager (type or print):				Unit Manager Signature:				Date:			
Division Director (type or print):				Division Director Signature:				Date:			
Deputy (type or print):				Deputy Signature:				Date:			

### Teacher Credentialing/Instructional Time Audit Finding

Five teachers at Lionel Wilson College Preparatory (Wilson Prep) did not hold a valid credential to teach core subjects in the State of California, in accordance with Education Code 47605(l). In accordance with Education Code 47612.5, the minutes the teacher taught core subjects were disallowed in calculating the instructional minutes, causing the school to be in a deficit of required instructional minutes for grades 10, 11, and 12. The disallowed minutes of 15,889, 11,417, and 6,919 were deducted from the total offered in grade 10, 11, and 12, respectively, which caused grades 10, 11 and 12 to have deficits of 10,829, 6,357, and 1,859 minutes, respectively. The penalty calculated for the deficit minutes was \$67,776, \$36,368, and \$9,178 for grades 10, 11, and 12, respectively. The penalty for grade 10 and 11 of \$104,144 has been accrued as of June 30, 2007 as a reduction of 2006/07 apportionment revenue. For grade 12, the Organization will apply for a waiver in accordance with 47612.6 which, if granted, will allow Wilson Prep to make up the deficit minutes in 12 for the next two school years, 2007-08 and 2008-09.



### Response to Teacher Credentialing/Instructional Time Audit Finding

The Organization continues to closely monitor the credentialing status of each of our teachers and continues to work towards full compliance with all requirements. The policy described below will take effect in January 2008:

- 1) As stated in Aspire's Credentialing Handbook and Offer Letter, it is a teacher's responsibility to maintain their professional credential. Whenever possible, the Aspire Home Office will remind a teacher and their Principal that their credential is due to expire, but ultimate responsibility remains with the teacher. Teachers should begin applying for their new credential at least 6 months before their current credential is due to expire.
- 2) All Aspire teachers are responsible for submitting the following before beginning their first day of teaching. Failure to fulfill the steps required will result in immediate reassignment to a non-classroom position or termination from employment at Aspire.
  - An official, valid copy of a California state credential
  - No Child Left Behind Certificate of Compliance
  - Official transcripts for proof of a bachelor's degree
  - Official proof of subject matter competency (via a California Commission on Teacher Credentialing-approved exam) or documentation of completion of the High, Objective, Uniform State Standards of Evaluation (HOUSS) process.

If a new teacher does not have a credential by the first day of school, the Principal may choose to have the teacher fill out a Credential Contract with a deadline no later than 30 days after the start of school, acknowledging the possible financial impact on the school and hiring a credentialed substitute if necessary.

- 3) If a teacher allows their credential to lapse after the first day of school and they teach a core subject, a credentialed long-term substitute will be hired immediately. The regular classroom teacher will be designated as a Teaching Assistant in their own classroom, and 75% of the cost of the substitute will be subtracted from the teacher's salary until their valid credential renewal is submitted. It is at the Principal's discretion whether an uncredentialed teacher will be terminated or remain employed at Aspire in a non-teaching position, depending on the timeline to credential renewal.
- 4) Once Aspire discovers that a teacher is uncredentialed, the teacher has 3 days to complete a Credential Contract signed by their Principal and an Aspire Designee (Regional Vice President of Human Resources Representative). If the requirements are not met by the agreed upon deadline, the teacher will be reassigned to a non-classroom position or terminated from employment at Aspire.

### Explanation of IM loss for Wilson Prep

Reason occurred: Two teachers did not hold a valid credential for their subjects they taught at the 12<sup>th</sup> grade. The reasons for this are below:

- One of the teachers had not passed the CSET exam prior to his credential expiring. However, he had passed the exam and was eligible to apply for his credentials and received the credential mid-year.
- The other teacher didn't hold a valid credential for the whole school year due to not having enough college credits and not passing the CSET exams.

Number of minutes short: please refer to the audit finding.

Number & grade level of students affected: 46 students; 12<sup>th</sup> grade

Explanation for make-up: For the seniors that did not pass the CAHSEE or other courses, we have provided these students to return to school for their 13<sup>th</sup> year in order to pass the CAHSEE and/or other required courses.

### Attachments

1. 2007-2008 calendar & bell schedules – the calendar and bell schedules are standard for all school years.
2. An instructional minute calculation is attached to show the total instructional minutes provided for the year. This is the school policy's minimum instructional minutes for every school year.
3. The 2006-07 IM calculations are provided to show what the loss would be if we didn't apply for the waiver. This is also to show the shortage to be able to compare the makeup minutes we if were approved for the waiver.



# Wilson Prep 2007 - 2008 School Year Calendar



## August

S	M	T	W	Th	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Days of instruction: 19 + 1 Sat. School

## August

- 7th - First Day of School
- 20th-22nd CELDT Testing
- 25th - Saturday School
- 28th - Picture Day

## February

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

Days of instruction: 19

## February

- 5th & 6th CAHSEE Testing
- 15th - Regional PD day - no school
- 18th - President's B-Day - no school
- 21st & 22nd - Emergency Conf.

## September

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Days of instruction: 19

## September

- 3rd - Labor Day - no school

## March

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Days of instruction: 15

## March

- 11th & 12th CAHSEE testing
- 21st End of 3rd Quarter 46 days
- 24th - 4th - Spring Break

## October

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Days of instruction: 17 + 1 Sat. School

## October

- 1st - 8th: Fall Break - no school
- 8th - Regional PD
- 9th - Return to school
- 12th - End of quarter 42 days
- 17th PSAT
- 17th - 19th Student Led Conf.
- 27th - Sat School College Fair
- 23rd - Picture Makeups

## April

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Days of instruction: 18 + 1 Sat. School

## April

- 24th - 4th - Spring Break
- 7th - Return to school
- 16th - 18th Student Led Conf.
- 26th - Saturday School

## November

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Days of instruction: 17

## November

- 6th & 7th CAHSEE Testing
- 19th - 23rd - Thanksgiving Break
- 26th - Return to School

## May

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Days of instruction: 21

## May

- 12th - 23rd - CST testing
- 26: Memorial Day - No school

## December

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Days of instruction: 15

## December

- 17th - 21st - Finals Week
- 21st - End of 2nd Quarter 45 days
- 24th - 14th Winter Break

## June

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Days of instruction: 15

## June

- 3rd - 6th Student Exhibitions
- 5th - 6th no classes/Exhibitions
- 20th - Senior Graduation
- 16th - 20th Finals Week
- 24th - Last day of Aspire 190
- 24th - 8th grade promotion
- 24th - End of 4th Quarter 54 days
- 13th Last Day of CA 180 day SY

## January

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Days of instruction: 12

## January

- 24th - 14th Winter Break
- 21st - MLK Jr. Day-no school

## July

S	M	T	W	Th	F	S
		1	2	3	4	5
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## July

- 7/2 - 7/26 Summer School

Student School days 187

Saturday School days 3

Total School days 190

Aspire Public Schools  
 Lionel Wilson College Preparatory Academy  
 Annual Instructional Minutes Calculation Worksheet

School Site: Wilson Prep  
 Grade Levels: 6-12

Prepared By: Jessica Stinson  
 Date: \_\_\_\_\_

	Grades 6-8	Grades 9-12
<b>Regular Days (M-Th)</b>		
Start	8:00 AM	8:00 AM
End	3:35 PM	3:35 PM
Number of Hours	7:35	7:35
Total Number of Minutes	455	455
Less Lunch	(55)	(55)
Actual Daily Instructional Minutes	400	400
Number of Regular Days	146	146
Annual Minutes ~ Regular Days	58400	58400
<b>Fridays</b>		
Start	8:00 AM	8:00 AM
End	1:10 PM	1:10 PM
Number of Hours	5:10	5:10
Total Number of Minutes	310	310
Less Lunch	(40)	(40)
Actual Daily Instructional Minutes	270	270
Number of Fridays	37	37
Annual Minutes ~ Fridays	9990	9990
<b>Minimum Days</b>		
Start	8:00 AM	8:00 AM
End	1:10 PM	1:10 PM
Number of Hours	5:10	5:10
Total Number of Minutes	310	310
Less Nutrition Break	0	0
Less Lunch	(40)	(40)
Actual Daily Instructional Minutes	270	270
Number of Minimum Days	4	4
Annual Minutes ~ Minimum Days	1080	1080
<b>Total Annual of Instructional Minutes</b>	<b>69470</b>	<b>69470</b>
<b>Total Instructional Days</b>	<b>187</b>	<b>187</b>

**Instructional Time Penalty Calculation**  
**California Education Code Section 47612.5 - Charter Schools**

Notwithstanding any other provision of law and as a condition of apportionment, a charter school shall offer, at a minimum, the same number of minutes of instruction set forth in California Education Code Section 46201(a)(3) for the appropriate grade level

**Penalty for Not Offering Required Minutes for Charter Schools**

CDS Code:		
Charter School Name:	Wilson Prep - 12th Grade	
School District Name:	Oakland Unified	
County:	Alameda COE	
Fiscal Year	2006-2007	
General Purpose Entitlement Rate (GPE)	\$	6,474
Categorical Block Grant Rate (CBG)	\$	400
ADA - Affected Pupils by Grade Level		46.54
Number of required minutes*		64,800
Number of minutes short		1,859

Determine the Number of Required Minutes\*

Minutes as specified in EC 46201(a)(3):

K	36,000
1-3	50,400
4-8	54,000
9-12	64,800

**Instructional Time Penalty Calculation:**

$$46.54 \times (\$6,874) = \$319,915.96$$

$$\frac{\# \text{ of Minutes Short}}{\# \text{ of Required Minutes}} = \text{Percentage of Minutes Not Offered}$$

$$\frac{1859}{64800} = 2.87\%$$

$$\text{Apportionment} \times \text{Percentage of Minutes Not Offered} = \text{Penalty}$$

$$\$319,915.96 \times 2.87\% = \$9,178$$

Schedule 07-08 Monday, Tuesday, Wednesday								Schedule 07-08 Monday, Tuesday, Wednesday							
Period	Time	Division One		Division Two		Division Two		Period	Time	Division One		Division Two		Division Two	
		Group 6A	Group 6B	Group 7A	Group 7B	Group 8A	Group 8B			Group 9A	Group 9B	Group 10A	Group 10B	Group 10C	Group 10D
1st Period	8:00 AM 8:55 AM	English A - 127 Anderson	Earth Science - 160 Hickey	Academic Literacy - 127 Read 180 - Shapiro	Academic Math - 128 Chavarin	English C - 130 Lester	Physical Science - 157 Bottex	1st Period	8:00 AM 8:55 AM	English 1 - 170 Burdette	Algebra 2 - 152 Schwab	English 2 - 146 Palma-Saracho	Geometry - 151 Onwukeme	English 2 - 149 Kolluri	Biology - Valencia
2nd Period	9:00 AM 9:55 AM	History A - 127 Anderson	Math A - 129 Ginsburg	English B - 131 Lopez	Math B - 128 Chavarin	History C - 130 Lester	Algebra 1 - 132 Alvarez	2nd Period	9:00 AM 9:55 AM	Composition - 170 Burdette	Algebra Lab 2 - 152 Schwab	World History - 146 Palma-Saracho	Spanish 1/2 - 144 Read 180 - Zwo	World History - 149 Kolluri	Geometry CSUDH O
3rd Period	10:00 AM 10:55 AM	Earth Science - 160 Hickey		History B - 131 Lopez		Physical Science - 157 Bottex		3rd Period	10:00 AM 10:55 AM	Algebra 2 - 152 Schwab	Physics - 158 Robertson	Geometry - 151 Palma-Saracho	English 2 - 146 ART 100/Read 180 - Matilla	Biology - 159 Valencia	English 2 Kolluri
4th Period	11:00 AM 11:55 AM	<b>Lunch</b>						4th Period	11:00 AM 11:55 AM	Algebra Lab 2 - 152 Schwab	English 1 - 170 Burdette	Spanish 1/2 - 144 Matilla	World History - 146 Palma-Saracho	Geometry - 151 Onwukeme	World Hi Kolluri
5th Period	12:00 PM 12:55 PM	Math A - 129 Ginsburg	English A - 127 Anderson	Math B - 128 Chavarin	Life Science - 160 Hickey	Algebra 1 - 132 Alvarez	English C - 130 Lester	5th Period	12:00 PM 12:55 PM	<b>Lunch</b>					
6th Period	1:00 PM 1:55 PM		History A - 127 Anderson		English B - 131 Lopez		History C - 130 Lester	6th Period	1:00 PM 1:55 PM	Physics - 158 Robertson	Composition - 170 Burdette	Biology - 159 Valencia	ELA CAHSEE - 149 Kolluri	ART 100 - Duran Read 180 - Zwo	Spanish 1 Matilla
7th Period	2:00 PM 2:35 PM	Advisory	Advisory	Advisory	Advisory	Advisory	Advisory	7th Period	2:00 PM 2:35 PM	Advisory	Advisory	Advisory	Advisory	Advisory	Advisory
8th Period	2:40 PM 3:35 PM	Academic Literacy - 127 Anderson	AVID - 132 Alvarez	Life Science - 160 Hickey	History B - 131 Lopez	Art Challenge - 128 Duran	PE - 171 Pratt	8th Period	2:40 PM 3:35 PM	BUILD - 145 Gallagher	Journalism - 170 Burdette	Read 180 - 153 Zwolinski	Biology - 159 Valencia	Spanish 2 - 144 Matilla	Algebra 2 Schwab
9th Period	3:35 PM 5:00 PM							9th Period	3:35 PM 5:00 PM	Prep					

Schedule 07-08 Thursday								Schedule 07-08 Thursday							
Period	Time	Division One		Division Two		Division Two		Period	Time	Division One		Division Two		Division Two	
		Group 6a	Group 6b	Group 7a	Group 7b	Group 8a	Group 8b			Group 9A	Group 9B	Group 10A	Group 10B	Group 10C	Group 10D
1st Period	8:00 AM 8:55 AM	English A - 127 Anderson	Earth Science - 160 Hickey	Academic Literacy - 127 Read 180 - Shapiro	Academic Math - 128 Chavarin	English C - 130 Lester	Physical Science - 157 Bottex	1st Period	8:00 AM 8:55 AM	English 1 - 170 Burdette	Algebra 2 - 152 Schwab	English 2 - 146 Palma-Saracho	Geometry - 151 Onwukeme	English 2 - 149 Kolluri	Biology - Valencia
2nd Period	9:00 AM 9:55 AM	History A - 127 Anderson	Math A - 129 Ginsburg	English B - 131 Lopez	Math B - 128 Chavarin	History C - 130 Lester	Algebra 1 - 132 Alvarez	2nd Period	9:00 AM 9:55 AM	Composition - 170 Burdette	Algebra Lab 2 - 152 Schwab	World History - 146 Palma-Saracho	Spanish 1/2 - 144 Read 180 - Zwo	World History - 149 Kolluri	Geometr CSUDH C
3rd Period	10:00 AM 10:55 AM	Earth Science - 160 Hickey		History B - 131 Lopez		Physical Science - 157 Bottex		3rd Period	10:00 AM 10:55 AM	Algebra 2 - 152 Schwab	Physics - 158 Robertson	Geometry - 151 Palma-Saracho	English 2 - 146 ART 100/Read 180 - Matilla	Biology - 159 Valencia	English 2 Kolluri
4th Period	11:00 AM 11:55 AM	<b>Lunch</b>						4th Period	11:00 AM 11:55 AM	Algebra Lab 2 - 152 Schwab	English 1 - 170 Burdette	Spanish 1/2 - 144 Matilla	World History - 146 Palma-Saracho	Geometry - 151 Onwukeme	World Hi Kolluri
5th Period	12:00 PM 12:55 PM	Math A - 129 Ginsburg	English A - 127 Anderson	Math B - 128 Chavarin	Life Science - 160 Hickey	Algebra 1 - 132 Alvarez	English C - 130 Lester	5th Period	12:00 PM 12:55 PM	<b>Lunch</b>					
6th Period	1:00 PM 1:55 PM		History A - 127 Anderson		English B - 131 Lopez		History C - 130 Lester	6th Period	1:00 PM 1:55 PM	Physics - 158 Robertson	Composition - 170 Burdette	Biology - 159 Valencia	ELA CAHSEE - 149 Kolluri	ART 100 - Duran Read 180 - Zwo	Spanish Matilla
7th Period	2:00 PM 2:55 PM	Academic Literacy - 127 Anderson	AVID - 132 Alvarez	Life Science - 160 Hickey	History B - 131 Lopez	Art Challenge - 128 Duran	PE - 171 Pratt	7th Period	2:00 PM 2:55 PM	BUILD - 145 Gallagher	Journalism - 170 Burdette	Read 180 - 153 Zwolinski	Biology - 159 Valencia	Spanish 2 - 144 Matilla	Algebra Schwab
8th Period	3:00 PM 3:35 PM	<b>Town Hall / Advisory</b>						8th Period	3:00 PM 3:35 PM	<b>Town Hall / Advisory</b>					

Friday Class Schedule								Friday Class Schedule							
Period	Time	Division One		Division Two		Division Two		Period	Time	Division One		Division Two		Division Two	
		Group 6a	Group 6b	Group 7a	Group 7b	Group 8a	Group 8c			Group 9A	Group 9B	Group 10A	Group 10B	Group 10C	Group 10D
1st Period	8:00 AM 8:40 AM	English A - 127 Anderson	Earth Science - 160 Hickey	Academic Literacy - 127 Read 180 - Shapiro	Academic Math - 128 Chavarin	English C - 130 Lester	Physical Science - 157 Bottex	1st Period	8:00 AM 8:40 AM	English 1 - 170 Burdette	Algebra 2 - 152 Schwab	English 2 - 146 Palma-Saracho	Geometry - 151 Onwukeme	English 2 - 149 Kolluri	Biology - Valencia
2nd Period	8:45 AM 9:25 AM	History A - 127 Anderson	Math A - 129 Ginsburg	English B - 131 Lopez	Math B - 128 Chavarin	History C - 130 Lester	Algebra 1 - 132 Alvarez	2nd Period	8:45 AM 9:25 AM	Composition - 170 Burdette	Algebra Lab 2 - 152 Schwab	World History - 146 Palma-Saracho	Spanish 1/2 - 144 Read 180 - Zwo	World History - 149 Kolluri	Geometr CSUDH C
3rd Period	9:30 AM 10:10 AM	Earth Science - 160 Hickey		History B - 131 Lopez		Physical Science - 157 Bottex		3rd Period	9:30 AM 10:10 AM	Algebra 2 - 152 Schwab	Physics - 158 Robertson	Geometry - 151 Palma-Saracho	English 2 - 146 ART 100/Read 180 - Matilla	Biology - 159 Valencia	English 2 Kolluri
4th Period	10:15 AM 10:55 AM	<b>Lunch</b>						4th Period	10:15 AM 10:55 AM	Algebra Lab 2 - 152 Schwab	English 1 - 170 Burdette	Spanish 1/2 - 144 Matilla	World History - 146 Palma-Saracho	Geometry - 151 Onwukeme	World Hi Kolluri
5th Period	11:00 AM 11:40 AM	Math A - 129 Ginsburg	English A - 127 Anderson	Math B - 128 Chavarin	Life Science - 160 Hickey	Algebra 1 - 132 Alvarez	English C - 130 Lester	5th Period	11:00 AM 11:40 AM	<b>Lunch</b>					
6th Period	11:45 AM 12:25 PM		History A - 127 Anderson		English B - 131 Lopez		History C - 130 Lester	6th Period	11:45 AM 12:25 PM	Physics - 158 Robertson	Composition - 170 Burdette	Biology - 159 Valencia	ELA CAHSEE - 149 Kolluri	ART 100 - Duran Read 180 - Zwo	Spanish Matilla
7th Period	12:30 PM 1:10 PM	Academic Literacy - 127 Anderson	AVID - 132 Alvarez	Life Science - 160 Hickey	History B - 131 Lopez	Art Challenge - 128 Duran	PE - 171 Pratt	7th Period	12:30 PM 1:10 PM	BUILD - 145 Gallagher	Journalism - 170 Burdette	Read 180 - 153 Zwolinski	Biology - 159 Valencia	Spanish 2 - 144 Matilla	Algebra Schwab





**Executive Committee Meeting Minutes**

**February 20th, 2008 (10:00 a.m. to 1:00 p.m.)**

426 17th Street, Suite 200 Oakland, CA 94612-2820; 510-251-1660 x118 phone

**Present:** Beth Hunkapiller, Mel Kaplan, Steven Merrill, Dick Spalding, Don Shalvey

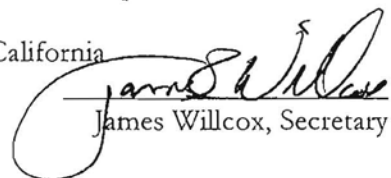
**Guests:** Renuka Kher, Rebecca DiBiase

**Staff:** Mike Barr, James Willcox

**Call to order:** 10:05 a.m.

- I. **Approval of Minutes:** Minutes from December 4<sup>th</sup>, 2007, and January 16<sup>th</sup> were unanimously approved. (Motion Merrill; Second Kaplan)
- II. **Approval of consent agenda: Consent agenda was unanimously approved** (Motion Kaplan; Second Merrill)
  - A. Consolidated Applications Part II
  - B. Instructional minutes penalty waivers
  - C. Hazardous Communication Program
- III. **CEO comments:** CEO Don Shalvey briefed the board on upcoming statewide oversight visit, Monarch Academy's recent receipt of the National Title I award, and an update on fundraising with local foundations.
- IV. **Public comments:** No members of the public were present.
- V. **Governance committee report:** The Executive Committee agreed that the Governance report has accurately named the most important topics for board discussion, and that all are both open-ended and strategic. The Executive Committee suggested that the issues of sustainability and impact be separate, but related discussions, and agreed that sustainability and the statewide litigation strategy are high priority topics.
- VI. **Reports of the CEO/Staff:**
  - A. **Facilities Q&A:** James Willcox, COO, briefed the board on the memo provided in advance of the meeting on current facilities opportunities.
  - B. **State budget update:** Mike Barr, CFO, briefed the board on the current status of the state budget crisis and education funding levels.
  - C. **Secondary School "Must Achieves" update:** Don Shalvey, CEO, briefed the Executive Committee on the status of deliverables for the 2007-2008 school year for the Aspire secondary school program.
- VII. **Adjourn to closed session:** The Board convened to closed session at 12:00pm. The Board reconvened at 12:57pm.
- VIII. **Agenda setting:** Requested agenda items were state lawsuit update, sustainability (first round discussion and definitions), and a budget update.
- IX. **Adjournment:** The meeting was adjourned at 1:05 pm

Approved this 11th day of March 2008 at Oakland, California

  
James Willcox, Secretary