



Community Learning Center Schools, Inc. (CLCS)  
California Public Charter Schools  
1900 Third Street, Alameda, CA 94501  
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Theresa Quigley, COO, September 11, 2020  
CLCS Board Report

## **Summary**

**Staffing:** All teaching positions filled prior to the start of the school year; one paraprofessional position recently opened at ACLC.

**Human Resources:** New Systems for Administrative Performance Evaluations and Staff Time and Attendance in progress.

**Enrollment:** ACLC is at 360 headcount and Nea is at 599 headcount.

**Financial:** Audit for 219.20 continues.

## **Human Resources**

### ***Staffing for 2020/21***

All teaching positions at ACLC and Nea were filled prior to the start of the school year.

CLCS Crisis Services Manager and ACLC Distance Learning Coordinator hired and on-boarded within the last two weeks.

### ***Recruiting***

The following new position is open due to a late no-notice resignation by a paraprofessional:

- ACLC: 1 FTE Paraprofessional

### ***Staff Wellness Program***

CLCS administration is reviewing information for rolling out portions of a staff wellness program in response to stated need from staff around stress reduction. Employee Assistance Program has been in place since last year.

### ***Performance Evaluation System for Administration***

Conversion to an electronic system is in-progress and should be ready for use in late October.

### ***Time and Attendance System***

Conversion to an electronic system through our payroll provider is in-progress and should be ready for use in late October.

## **Enrollment and Admissions - 2019**

- Nea's enrollment is 599. There are 297 learners in Lower Village and 302 in Upper Village.
- ACLC's enrollment is 360.
- Nea's enrollment has dropped from 626 at the end of 2019/20 school year due to lower UV enrollment. ACLC's enrollment has stayed the same.

## **Financial**

SquarMilner, the auditor contracted by CLCS, is continuing with the audit for 2019/20. The audit has a deadline for completion of December 6, 2020.



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**Facilities**

HVAC upgrade work is starting this Saturday for portables 32 through 43.