

**WESTLAKE CHARTER SCHOOL**  
**Charter Impact Committee Meeting Minutes**  
**1985 Pebblewood Drive, Sacramento, CA 95833**  
**March 1, 2017 4:00 pm**

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS The Westlake Charter School (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Public Comments.” All comments shall be limited to three (3) minutes per person..
3. “Public Comments” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen--requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak when the Board discusses that item.
5. Members of the public may request that a topic related to school business be placed on a future agenda by making a request to the Board President. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.
6. In compliance with the Americans with Disabilities Act (ADA) and upon request, the Charter School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Board President.

**I. CALL TO ORDER 4:08 PM**

**II. ROLL CALL AND ESTABLISHMENT OF QUORUM**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Joe Clark	X	
Hope Gawlick - Ex Officio	X	

**III. CELEBRATIONS**

JC - This committee! Students tutoring others.  
 HG - Committee making the charter better  
 JE - Advertising piece re: Ways to Westlake, walking success

**IV. COMMITTEE MEMBER COMMENTS**



**V. PUBLIC COMMENTS:** This portion of the meeting is set aside for the audience to make comments or raise issues that are not specifically on the agenda. Comments are limited to three (3) minutes per person. Members of the public may speak on agenda items during the time when the item is addressed by the Board. This agenda item is included for the purpose of giving anyone in attendance an opportunity to ask questions or discuss non-agenda items with the Board of Directors. If visitors have a complaint about a specific employee of the school, they will be asked to submit an oral or written complaint to the employee's immediate supervisor as required by Board Policy #08-03 (Please note that the public portion of all meetings is recorded in the minutes.)

**VI. COMMITTEE REPORTS:** Copies of board reports on file at 1985 Pebblewood Drive, Sacramento, CA 95833.

- A. Development Committee Update
- B. Finance Committee Update
- C. Governance Committee Update

**VII. DISCUSSION ITEMS**

- A. Calendar and Goal Setting
  - Why do we want to meet? Initial tasks - Eventually charter renewal, what do we mean by impact?
  - What is one thing you can see this committee doing?
    - JC - Measure multitude of ways we impact the community outside of and in addition to standard educational practice
    - HG - Streamline and re-define the charter document
    - JE - how does this work with governance?
    - JE - Next steps? What is it? Research on CMO's - is there a benefit when replicating/expanding.
    - SS - Charter availability for access by the public and that can be used easily if replication/expansion has happens. Does walking to school, behavioral changes impact our community.
    - AC - Figuring out a way of how what we do here can trickle out to other organizations to impact more locally.
    - DD - Is this the right place for a discussion around the composition of student population? How do you reach those students?
    - JC - Do we reach out to the community if we think they are a driver of our next steps?
    - JE - The importance of knowing the why we exist to drive next steps. Qualitative study regarding why we started and why we exist. Clearly we exist now for a different purpose, why is that?
  - Goals - What do you aim to accomplish in 2017-2018?
    - By end of 17/18: Helping to determine WCS Impact. How are we defining impact? How are we defining community? Who do we measure - do we include WAVE?
    - Self study of current charter - positives, negatives, acknowledgment this isn't a gotcha moment, seeking out those things that need to be improved/changed and those things that work how they are.
    - What is our real pedagogy and is it reflected in this documents, how can it be?
    - List of current charter promises and measurement of those promises.
    - Identify areas that reflect impact for further study



- Historical timeline of target areas - Educational Philosophy? Facilities? Definition of Impact - program, community engagement?
  - WASC process - self study with a school wide effort
  - Governance, Curriculum, Culture - to identify strengths, weaknesses, next steps
  - Is this the WASC team? Uniquely set up for that work
  - By end of 18/19:
    - Provides time for replication and growth
    - July 2019 - Earliest submission date for a new charter/replication/expansion
  - By end of 19/20:
    - September 2020 - Charter Renewal Submission - Who we are now? How do we define better?
    - Study our previous charters? Do we look for examples? Who looks at the charters?
    - How do we organize this work?
    - DD - start with the end of mind and breaking it down further to more granular pieces
    - JC - Charter renewal, Charter Growth - two big ticket items with timelines that relatively align
    - JE - Are we driven to expand? What compels this organization to replicate or grow? Do we feel our program is so unique and compelling that we find it an imperative to grow? What impact does expansion have on our community?
    - DD - do we measure first what we are impacting without expansion?
    - SS - have we done data work on K through 8th reflections?
    - Measuring and quantifying mission and impact
    - Needed skill set
      - Teacher
      - Parent
      - Traditional Parent Community with enrolled student
      - Wider Community Members
    - Skill set - Qualitative analysis? Project Management?
- Calendar? Monthly, Quarterly? JE - more spread out to start.
- Today is March 1st
  - Assemble appropriate documents for review
  - Review documents for self identifying the definition of impact and how impact shows
  - Selecting date? Time?

## **VIII. FUTURE AGENDA ITEMS**

## **IX. REFLECTION**

## **X. ADJOURNMENT AT 5:11 PM**