

**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Board Meeting Minutes
WCMS, 4400 East Commerce Way, Sacramento, CA 95834
March 14, 2013 6:30 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."
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. OPENING

CALL TO ORDER AT 6:31

ROLL CALL AND ESTABLISHMENT OF QUORUM:

			Present	Absent
1.	Howard Chan	Y	<u> X </u>	<u> </u>
2.	Desyrae S.	Y	<u> X </u>	<u> </u>
3.	Caroline G.		<u> </u>	<u> </u>
4.	Hope Gawlick	Y	<u> X </u>	<u> </u>
5.	Jed Wallace		<u> </u>	<u> </u>
6.	Joe Clark	Y	<u> X </u>	<u> </u>
7.	Brenda Lee	Y	<u> X </u>	<u> </u>

II. PUBLIC SESSION

A. BOARD COMMENTS: None

- B. 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 or for those that are on the agenda. These presentations are limited to three (3) minutes per presentation and the total time allotted for non-agenda items will not exceed fifteen (15) minutes. Members of the public may speak on agenda items during the time when the item is addressed by the Board. AUDIENCE/VISITORS PUBLIC DISCUSSION – 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 requested 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.)

None

C. BOARD REPORTS – Copies of board reports on file at 4400 East Commerce Way, Sacramento, CA 95834.

1. Executive Director – B. Capp
2. CBO Report – S. Korvink
3. Curriculum Report – D. Stevenson
4. WAVE - P. Hobie

III. ITEMS SCHEDULED FOR ACTION:

A. **Consent Agenda** - All matters listed under the Consent Agenda are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Trustees, audience, or staff request specific items to be removed from the Consent Agenda for separate action. Any items removed will be considered after the motion to approve the Consent Agenda.

1. Accept and approve minutes from February board meeting
2. Accept and approve monetary donations
3. Accept and approve updates to board policies
 - a. BP 07-06 Immunizations and Physical Exams
 - b. BP 07-07 Communicable Disease Prevention
 - c. BP 07-09 Drug-Free Workplace
 - d. BP 07-16 Weapons and Dangerous Instruments
4. Retire Board Policies and convert to Admin. Regulation
 - a. BP 07-14 Emergency Preparedness Plan
 - b. BP 07-15 Vandalism, Theft and Graffiti
 - c. BP 07-17 Student Accidents
 - d. BP 07-08 Administration of Medication

Motion: HG	Action: Passed
Second: JC	Vote: Unanimous

B. Accept and approve 2nd Interim budget for WCS and WCMS – S. Korvink

Motion: JC	Action: Passed
Second: HG	Vote: SPR

IV. DISCUSSION ITEMS

Woodland Polytechnic Academy – B. Capp – introduces Steve Marks

HC – Explains how the item came before the board

Steve Marks talks about Woodland Polytechnic Academy high school program and efforts to open K-8 school.

HC – I want to applaud your efforts. What was the basis for the district's denial?

SM – It was based solely on our high school program. Low API, financing

HC – You are looking for somebody to help start this when?

SM – 2014

BL – And are you thinking a K-5 or K-8 charter

BC – I am thinking a K-5

JC – I did my due diligence by asking parents and I will tell you the parents were very sketchy about the idea. They were scared because of the risk to WCS's program. Parents are concerned with their kids, just like Woodland is concerned about their kids and rightfully so.

BL – What is the timeline? This year we have a lot of transition and it makes parents anxious.

BC – My initial thought are to hold an interest mtg. Submit a charter in June or July and then be prepared to submit to the county 2 months later to the county.

JC – And that is during our move

HG – I feel that we are not in a place to submit a charter in June of this year. I feel the need to focus on our current situation.

HC – I have the same concerns. Our financial situation was a real challenge just a few months ago. O campuses. We have a move coming, transitioning First I hear 2014 but now I hear we'd have to submit a charter in June. The timing is horrible for us.

BL – Don't have our middle school solid, facilities, SpEd. It's a tough year to consider taking something else on.

JC – Asks about demographics and parent involvement.

DS – Speaks on behalf of the staff and teachers. Shares concern for children of Woodland but feels the need to focus on the needs of WCS.

**2013-14 Staff Handbook – S. Korvink – reviews revisions previously sent to the board.
Attnys have reviewed but not provided any feedback as of tonight.**

Board Policy Review -

BP 07-18 Mandatory Reporter Training – B. Capp

BP 07-19 Capital Expenditures – S. Korvink

Open session ends at 7:59, board to take 5 min break and then resume for closed session

V. CLOSED SESSION ENTERED AT 8:15

A. Public Employment Agreement: Executive Director - Annual Goals/Eval Procedure/Contract

B. Conference with Real Property Negotiators

Property: 4400 E Commerce Drive, Sacramento, CA 95834

Agency Negotiator: Robert Capp

Negotiating Parties: Buzz Oates, WCS/NCS

Under Negotiation: Price, Terms and Exit

Property: 3700 Del Paso Road, Sacramento, CA 95834

Agency Negotiator: Robert Capp

Negotiating Parties: NUSD, WCS

Under Negotiation: Price, Terms and Exit

Property: 2001 Pebblewood Dr., Sacramento CA 95833

Agency Negotiator: Robert Capp

Negotiating Parties: NUSD, WCS

Under Negotiation: Price, Terms and Exit

Property: 3800 Del Paso Road, Sacramento, CA 95834

Agency Negotiator: Robert Capp

Negotiating Parties: NUSD, WCS

Under Negotiation: Price, Terms and Exit

Property: Maybrook and Mabry, Sacramento, CA

Agency Negotiator: Robert Capp

Negotiating Parties: NUSD, WCS

Under Negotiation: Price, Terms and Exit

Open session resumes at 9:40pm – No action taken

VI. FUTURE AGENDA ITEMS

Approval of 13/14 Staff handbook

Board policies review

VII. ADJOURNMENT AT 9:41