



**BOARD OF DIRECTORS  
WESTLAKE CHARTER SCHOOL**

**Board Meeting Minutes  
2680 Mabry Drive, Sacramento, CA 95835  
December 12, 2019 6:30 PM, Library/Media Center**

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 AT 6:31 PM**

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

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Hope Gawlick	X	
Sian Burman	X	
Nancy Kong-Vasquez		X
Josh Corell	X	
Michelle Gibbons	X	
Vasa Lokteff	X	
Ashlee Patel		X
Shannon Simonds	X	
Jed Wallace		X



### III. CELEBRATIONS

SB - Son is promoting for 1st degree blackbelt.

MG - Assistant principal hired!

JC - Cocoa train, nice way to celebrate teachers

SK - Lexi working her way up the belt levels

VL - Finally got dr approval to run after broken knee

SS - Backfilled her position and full team is staffed and ready to go for the New Year

HG - Student received core value and student expressed that the value of the photo of one on one with the student. Special relationship. We are raising good humans

JE - Walk around with tours, hosting other schools and organizations. Seeing our school through their eyes and feeling proud.

AW - EB ran the CIM and beat her previous time.

### IV. BOARD COMMENTS

None

- 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.)

None

### VI. REPORTS: Copies of Executive Director reports on file at 2680 Mabry Drive, Sacramento, CA 95835.

- A. WAVE Report - Amber Hustead, WAVE President  
Quiet time of school year for WAVE.  
Missoula performance, families were excited and pleased with the experience.  
Health Fair planning is underway. Jan 15th  
My Princess & Me Dance, Feb 1  
Check presented
- B. Charter Impact Committee Report - Shannon Simonds, Committee Chair  
Committee began outline of white paper on goal area 1.1 Recruit and retain  
Going to review student fishbowl and helping to craft survey around high school
- C. Development Committee Report - Nancy Kong-Vasquez, Committee Chair  
Committee sent out first newsletter! Postcard will be tied to WCS events and donations  
Requests. Continue development of partner database
- D. Finance Committee Report - Sian Burman, Committee Chair  
Committee approved 1st Interim and began certificated comp review discussion
- E. Governance Committee Report - Hope Gawlick, Committee Chair  
Reviewed 64 educ related laws that passed this year.  
Began review of WCS policy revision plan



F. Executive Director Report - John Eick, Executive Director

SS - asks for clarification on Bond monies from AB48

SS - asks for clarification on "unhoused district pupils housed in project" classification

**VII. CONSENT AGENDA:** All matters listed under the Consent Agenda are 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 Directors, 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.

A. Accept and approve the minutes from the November 14, 2019 Board Meeting

B. Accept and approve monetary donations

C. Receive 2018/19 Financial Audit and Required Communications

Motion:	<b>SS</b>	Action:	<b>Passed</b>					
Second:	<b>JC</b>	Vote:	<b>Y - 6, Absent - 3</b>					
<b>HG</b>	<b>SB</b>	<b>NKV</b>	<b>JC</b>	<b>MG</b>	<b>VL</b>	<b>AP</b>	<b>SS</b>	<b>JW</b>
<b>Y</b>	<b>Y</b>	<b>Absent</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Absent</b>	<b>Y</b>	<b>Absent</b>

**VIII. REGULAR AGENDA**

A. Accept and approve WCS' 2019/20 1st Interim Budget - S. Korvink

SK - reviews 1st Interim budget proposal, revenues & expenditures included

MG - What assumptions are included for the HS

SK - more in 2nd interim, personnel costs, have some estimates at this point as we begin to solidify program number will firm up.

JC - Asks for clarification on TEQ lease

Motion:	<b>SB</b>	Action:	<b>Passed</b>					
Second:	<b>JC</b>	Vote:	<b>Y - 6, Absent - 3</b>					
<b>HG</b>	<b>SB</b>	<b>NKV</b>	<b>JC</b>	<b>MG</b>	<b>VL</b>	<b>AP</b>	<b>SS</b>	<b>JW</b>
<b>Y</b>	<b>Y</b>	<b>Absent</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Absent</b>	<b>Y</b>	<b>Absent</b>



B. Accept and approve WCS' 2020/21 Academic Calendar - J. Eick

Motion:	<b>MG</b>	Action:	<b>Passed</b>					
Second:	<b>SB</b>	Vote:	<b>Y - 6, Absent - 3</b>					
<b>HG</b>	<b>SB</b>	<b>NKV</b>	<b>JC</b>	<b>MG</b>	<b>VL</b>	<b>AP</b>	<b>SS</b>	<b>JW</b>
<b>Y</b>	<b>Y</b>	<b>Absent</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Absent</b>	<b>Y</b>	<b>Absent</b>

**IX. DISCUSSION ITEMS**

A. High School Timeline Presentation - E. Battin, L. Sargent

- SB - Asks for clarification on recommended years required numbers
- JC - Are we looking at separate marketing strategies for parents and students?
- HG - Current student leaders could be tapped as a voice for student marketing plan.
- SS - Staff recruitment plan?
- EB - Partnerships with local universities
- MG - At what point do we solidify the target student?
- EB - Through the fishbowl we know that there are different paths for each student type. That data is used for developing our program and our student avatar.
- HG - The most important thing for marketing is remaining authentic about our offerings.
- JE - Decisions by this board will have to be made for the unheard families. The ones who don't answer the parent survey, participate in the fish bowls etc.
- HG - The board is also going to be asked to invest in the program needs that we determine necessary for our program. Facilities, curriculum, staffing, student support, etc.

B. Parent Survey Results - J. Eick

Discussion around survey results and data points and how it can be used to continue develop program and continue to improve.

- VL - Asks for additional info from Higher Level Learners and Homework data points
- JE - Worked on communication plan around topic of homework
- MG - Was that a grade level specific feedback? I could assume it was lower level as parents want to help support their students.
- JE - Saw it across the board, lower grades yes, upper grades parents want to hold their kids accountable. Misinterpretation of rigor vs depth of knowledge.



**XI. FUTURE AGENDA ITEMS**

**XII. REFLECTION**

**What worked well for this meeting?**

JE - HS presentation and dialog that took place after

HG - Ditto

SS - UDL introduction, HS presentation

VL - Favorite meeting, rich dialog, inclusion and equity considerations in HS Development.

SK - Subtle correlation of dashboard and parent survey

JC - HS presentation

MG - Data demonstrates how much parents value what we are doing

SB - HS presentation and subsequent dialog

AW - Parent survey development into something that we can use to better our school and processes.

**What would make it better?**

SB - Kids hadn't called and interrupted

MG - A lot of stuff to cover, good but a lot.

JC - Ditto Sian

SK - It would be nice to see tangible marketing points, recognizing it's still to early.

VL - Pass, it was a great meeting

SS - Excited to work towards making cultural competencies better

HG - Realized it's time to see some classrooms gain. Feel a little disconnected.

JE - If we could fast forward and see the detail we want, so many unanswered questions.

AW - Wishing that community members were here to see HS presentation.

**XIII. ADJOURNMENT AT 8:41PM**