

**BOARD OF DIRECTORS**  
**WESTLAKE CHARTER SCHOOL**  
**Special Board Meeting Meeting**  
**WCMS, 1985 Pebblewood Drive, Sacramento, CA 95833**  
**January 24, 2014 12:30 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 AT 12:33 PM

CALL TO ORDER

ROLL CALL AND ESTABLISHMENT OF QUORUM:

		<b>Present</b>	<b>Absent</b>
1.	Howard Chan	<u>X</u>	_____
2.	Sian Burman	<u>X</u>	_____
3.	Caroline G.	<u>X</u>	_____
4.	Debbie P.	<u>X</u>	_____
5.	Hope Gawlick	<u>X</u>	_____
6.	Jed Wallace	<u>X</u>	_____
7.	Joe Clark	_____	<u>X</u>
8.	Brenda Lee	<u>X</u>	_____

## **PUBLIC SESSION**

- A. **Board Comments:**
- 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.)

## **II. ITEMS SCHEDULED FOR ACTION:**

**None**

## **III. DISCUSSION ITEMS**

- a. **WLE preschool update** – S. Korvink provides written update to board members.  
HG – This is a discussion item. There is nothing to vote on today. This is an opportunity for the staff to hear about where the board is on this issue.  
CG – Eva was here when I started and left because this wasn't an option for her at that time. Now that it is I'm happy to have her back.  
DP – Asks about the profits for WLE  
SK – Clarifies and reviews how the creation of WLE came about.  
BL- Asks about staffing  
SK – Craigslist, 1<sup>st</sup> round of interviews done and Eva will do 2<sup>nd</sup> round next week  
BL – Asks about compliance  
SK – Preschool subs being brought in to keep us in compliance if necessary.  
HG – Asks about original estimate of revenue and what attribute to discrepancy  
SK – Elaborates on revenue detail, states that program director set initial revenue targets based upon increase in enrollment and subsequent items.  
DP – Schedule for Eva, space for program  
SK – Reviews the planned schedule for Eva during transition period and moving forward.  
KB – Elaborates on classroom space available this year but next year if we keep the preschool open we will have a specialty program instructing from a cart. Not optimal for student instruction and is hard on the teacher but is currently being done at the Pebblewood campus.  
JW – Hard to make a decision about this without knowing what our big picture is. If early education is our priority then great. If what we are trying to do is add to our revenue then this is a big loser. My focus for this organization is not on this stuff.  
DP – If we are planning our future are we planning for a preschool space, I vaguely remember we were offering this program as long as space was available.  
BL – I feel like the art program cannot be what it is if it was on a cart. Our specialty program is in our charter and needs to be supported.

**DP – Since the preschool children do not get a preference it really is a satellite program.**

**Public Comments:**

**Naimeh Nassim- We didn't get any notice in advance – why weren't we notified?**

**HG – It really was/is an issue of timing. There's no good answer.**

**SK – A series of unfortunate events, such as teacher started at the beginning of the week and then left at the end of the week. We are an at-will employer so there is no requirement for the staff to give us 2 week notice.**

**Soledad Ash- My daughter attends and as I understand this has been known to the teachers for months. This is a parent run program.**

**SK – Staff contracts were given out in May. Elaborates on Affordable Care Act impact on program and on WCS as a whole.**

**HG – Repeats that no board action will take place today.**

**Stacy – Parent of WLE, wants to help and offer info. Nonprofit managing consultant. Heard a lot of comments from staff recently. Conducted themselves in a professional manner. Issues shared- felt unsupported by WCS and felt undervalued, questioned why they were in operation. Talks about program highlights and benefits of program. What is the plan for the summer program?**

**SK – At this point I don't have specific details about the summer. As Eva works on the program it will be communicated out. Our first immediate priority is staffing.**

**BL – Eva has always been an integral part of our WCS program and all of the things that you discussed, differentiation, thematic units she was a part of. We as a board have great confidence in her. There are really specific charter requirements about enrollment at WCS. The preschool program didn't exist when the charter was written and therefore isn't covered in the charter.**

**DP – Talked about financial aspects and various options researched and investigated. Preschool staffing is always a problem. That's the sad state of preschool in general.**

**Angel Chan – Are you going to pay the same rate and no benefits? The continuity ... (inaudible)**

**SK – WCS is an "at-will" employer and everybody is on an annual contract.**

**Naimeh Nassim - Asks question about hiring teacher's full time**

**SK –At the direction of the board, we would need to look at the budget and determine if that can be afforded.**

**HG – I would like to give the new director time to evaluate the program as a whole and then come back to the board.**

**BL – I would like to also ask her to survey the parent community.**

**Erika Luna - As a parent I would like to be notified and kept in the loop quicker.**

- b. **WCS Board of Director terms – K. Burwinkel reviews option of extending board terms and board bylaws.**

**HG- Explains options available to the board for extending terms.**

**CG – I think the staff terms are good so there is a fresh look. I do think that the terms should be longer for parent and community members.**

**BL – Staggering the terms should also be looked at.**

**HG – A consistent and united front for the best interest for the school.**

**SB – Agree that we need longer terms, more than 3 years we have to think how that would affect a parent elected with a student in the elem school and 2 years later has a middle school student.**

**BL – In current bylaws is there any way to protect against four?**

**HG – Legally no, we've been elected based on our current terms. We can do it now or next year as part of our charter.**

**IV. FUTURE AGENDA ITEMS**

**V. ADJOURNMENT AT 1:43 PM**