



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

**Board Meeting Minutes
2680 Mabry Drive, Sacramento, CA 95835
August 8, 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 6:34PM

II. ROLL CALL AND ESTABLISHMENT OF QUORUM

Board Member	Present	Absent
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

NKV - Starting of school! Always proud of how prepared her kids are once they leave Westlake

VL - First Five professional development days

SB - 2nd last first day

MG - Diversity of families at Westlake

SK - Kal at morning drop off! He has not missed one day in 2 years!

JC - Teachers who have transitioned seamlessly to new positions.

AP - Teachers doing new things, Morgan has always wanted to teach Art, Carter has always expressed an interest in sports coaching. Our kids benefit from it.

JW - Tess coming home after 7 months away. A lot of Westlake friends coming to welcome her home. Westlake fosters families.

HG - WEB program, growth and positive feedback.

JE - Courage of board regarding commitment of full inclusion and the way that benefits all students.

AW - PD for IA staff on verbal de-escalation and supporting all students.

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

- A. WAVE Report - Amber Hustead, WAVE President
- B. Charter Impact Committee Report - Shannon Simonds, Committee Chair
JE - Impact committee spent time at the last meeting around goals and what Impact Committee can focus on now that charter is submitted to NUSD.
- C. Development Committee Report - Nancy Kong-Vasquez, Committee Chair
NKV - Committee continues to develop processes, and goal development.
- D. Finance Committee Report - Sian Burman, Committee Chair
SB - Committee revised 5 goals which are before the board tonight.
- E. Governance Committee Report - Hope Gawlick, Committee Chair
HG - Committee met tonight and items reviewed are on the agenda for full board review and approval tonight.
- F. Executive Director Report - John Eick, Executive Director



- B. Review and approve revisions to the Bylaws of the Board of Directors related to the 2020-2025 Charter submittal

Motion:	JC	Action:	Passed					
Second:	MG	Vote:	Y-8, 1 Absent					
HG	SB	NKV	JC	MG	VL	AP	SS	JW
Y	Y	Y	Y	Y	Y	Y	Absent	Y

- C. Review and approve revisions to Board Policy 07-37 Conflict of Interest Code related to the 2020-2025 Charter submittal

Motion:	JC	Action:	Passed					
Second:	AP	Vote:	Y-8, 1 Absent					
HG	SB	NKV	JC	MG	VL	AP	SS	JW
Y	Y	Y	Y	Y	Y	Y	Absent	Y

IX. DISCUSSION ITEMS

- A. Board, Committee and Executive Director Goals

Board goals feedback

SB - Board Goals #1 - consider changing word “create” as it gives the impression that we are starting from scratch.

JW - ED evaluation measurements of inclusion, academics, finance, parent and staff culture

MG - Is the board educated enough to provide support to ED

HG - Always mindful of the board inadvertently tasking staff with work due to our lack of understanding.

AP - Some metric for measuring success and retention of S3 students, incl tier 1,2 & 3 interventions.

JE - Something for all student groups would be value, S3 & MTSS data would feed into dashboard.

JW - Hearing summary from JE is most important conversation. Most essential component for evaluation process.

VL - Board Goal #2 Asks what reporting process has been in years past

HG - discusses current practice and how goal was developed



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Committee goals feedback

VL - Impact, Would like to survey kids who have left Westlake on preparedness academically and social-emotionally as an area of study for high school development.

ED Goals

JW - Likes goals but they leave out regular responsibility.

JE - Working on a way to disseminate feedback for the board collected from admin team on strat plan work.

XI. FUTURE AGENDA ITEMS

Board, Committee, & ED goals

Possible committee member appointment

XII. REFLECTION

What worked well

SB - Congrats on submittal of charter that resulted in so little revisions

MG - Goal discussion

JC - Everybody did their homework

AP - Short meeting help

JW - Goals discussion

HG - Board website

JE - Feel good about charter revisions

NKV - Good balance, discussion with board goals

VL - Celebrations, pieces running smoothly

What would have made it better?

JE - Agenda error

HG - Agenda error

JW - Like celebrations but also remembering “parade of horrors”, feels like board should know what isn’t working well too.

AP - Wanted to sit and really absorb charter. Busy week

JC - Would like to see a high school time line so that board is prepared to support. Doesn’t want anything to sneak up on the board.

MG - Not able to participate in final activity - good meeting

SB - Cold

VL - Wants to know more about committee initiatives

NKV - Zero for participation on final activity.

XIII. ADJOURNMENT AT 8:05pm