



**BOARD OF DIRECTORS  
WESTLAKE CHARTER SCHOOL**

**Finance Committee Minutes**

**2680 Mabry Drive, Sacramento, CA 95835**

**September 27, 2018, 5:00 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 Committee meetings. The purpose of a public meeting of the Board of Directors' Committee ("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 5:01 PM**

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

<b>Committee Member</b>	<b>Present</b>	<b>Absent</b>
Siân Burman	X	
Hope Gawlick	X	



### III. CELEBRATIONS

- HG - Chili cook off
- SB - Fall break
- SK - Tomorrow is going to be awesome
- JE - Today's after school sports event, 1st games were well attended and the kids had a great time!

### IV. COMMITTEE UPDATES

**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.)

### ITEMS SCHEDULED FOR REVIEW:

**VI. 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 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 minutes from August 23, 2018 meeting

Motion:	<b>SB</b>	Action:	<b>Passed</b>
Second:	<b>HG</b>	Vote:	<b>Y - 2</b>
	<b>SB</b>		<b>HG</b>
	<b>Y</b>		<b>Y</b>

### VII. ITEMS SCHEDULED FOR ACTION



## VIII. DISCUSSION ITEMS

1. Goal Area #2: Use Structured professional development and tools to enhance the knowledge of Committee Members.

Nuggets from book read

### Hope

1. Overdo Thank Yous: Use thank yous to affirm relationships (Pgs 78-79)
2. Pick Up Trash: Develop a mindset to seek simple ways to serve the group (Pgs 84-85)
3. Vulnerability: Awkward, painful interactions generate the highly cohesive, trusting behaviors necessary for smooth cooperation (Pg 101)
4. Mission Statement: Use your credo to make difficult decisions and help define group behavior (Pg 177)
5. Define why you do the work and where you should put your energy to align your present effort to a meaningful future (Pg 187)
6. What Worked Well/Even Better If: Format for feedback sessions that first celebrates the positives and then offers ideas for improvement (Pg 240)

### Sian

1. Embrace the use of catchphrases (Let's explore is a great one, can we come up with others?)
2. Be 10 times as clear about priorities as you think you should be.
3. Establish purpose: where are we and where do we want to go?

### John

Establish purpose

Figure out where you are aiming for proficiency and creativity

Building safety

Belonging cues, having energy

Human signaling all the time

Are we safe?

Sharing vulnerability

Vulnerability is a requirement of participation

The crowdsourced balloon deal: we need your help

### Steve

Vulnerability

Individually we make mistakes

Candor in failure

What worked, what didn't work, how can we improve

Couple

Vulnerability and relationships

Where are you and where are you going

Artifacts

Team to reread section starting on pg 169-237, ask what applies to building a high School, forward thoughts to Aimee who will compile for October discussion.



2. High School Discussion

SK - Making progress on revenue & expenditure projections. Reviews for committee.

Committee discusses options of charter submittal, grant potential and revenue & expenditure issues.

## **IX. FUTURE AGENDA ITEMS**

## **X. REFLECTIONS**

### **What worked?**

**SB - Nuggets meshing**

**HG - Appreciate 2 buckets**

**JE - Work is aligning to Development**

**SK - Picking a bucket and tying it to the HS**

### **What would make it even better?**

**HG - Doesn't lense to just a finance bucket, broader focus?**

**JE - Wish we had the expenditures to compare to the revenue side**

**SK - Had the info but not totally ready for presenting**

**SB - Always wish we had more time.**

## **XI. ADJOURNMENT AT 6:02 PM**