



BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Governance Meeting Agenda - Minutes
2680 Mabry Drive, Sacramento, CA 95835
September 13, 2018, 5:30 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 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 5:38pm

II. ROLL CALL AND ESTABLISHMENT OF QUORUM:

Committee Member	Present	Absent
Hope Gawlick, Chair	Y	
Sian Burman	Y	
Jed Wallace		N
Michelle Gibbons	Y	



III. CELEBRATIONS

- JE - M Gibbons is here
- HG - MG had a great one-mile time
- SB - WB got his intermediate black belt
- MG - 5th grade Effie Yeaw Center
- SK - Reflect on campus; comments

IV. BOARD COMMENTS

- SB - Finance met. Approved planning calendar. Approved Credit Policy for Board Consent. Discussed High School and started our book review.
- HG - Charter Impact worked on Echo of Strategic Plan. Development continued to work on 5-year plan and cycle of communications and social media handles. October Board Meeting will have 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 in the minutes.)

VI. CONSENT ITEMS: 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. Approve minutes from the June 14, 2018 and August 9, 2018 meetings.
June 14, 2018 minutes to be removed and posted as draft - not approved

Motion:	SB	Action:	Passed
Second:	HG	Vote:	
HG	SB	JW	MG
Y	Y	N	Abstain



VII. REGULAR AGENDA

A. Review and approve Governance Policy Review Calendar

Motion:	SB	Action:	Passes
Second:	MG	Vote:	3-0
HG	SB	JW	MG
Y	Y	N	Y

HG - Has similar format to other calendars we have used.

JE - Have a six month time to review

MG - Receive in October and ask for updates in November. Discuss end of session dates from Legislative standpoint.

HG - Calendar sill captures it

JE - Does this document suffice? Imbeds calendar into Board site.

HG - When we come to approve next year, we can be sure to check the date and communicate with YMC.

VIII. DISCUSSION ITEMS

A. Review Charter Requirements and Timeline

JE - Reviews slides that contain timeline (on file). Linear fashion and quick narrative on timeline. January will target to have Strategic Plan lined up, and rough draft of Charter. Lots of work on exploration and thoughts on what we need to do (Staffing, etc.). Looking at next year, if we submit in July, it starts a 30-day timeline to have a public hearing. Discusses timeline options and benefits of each, including approval processes from Authorizer, County and State. Two-year Charter approval timeline.

MG - Is there risk to combine and do a K-12 charter?

JE - There are two ways: do a single K-8 charter, and a 9-12 charter. Discusses options each. YMC has recommended K-8 renewal with an expansion of grade levels. Discusses PCSGP Grant options and discussions

HG - Part of strength in submitting early is the options it leaves us

JE - Lots of positive reasons on why we should be renewed

HG - One of the reasons why I like this calendar - it leaves us time

JE - Discusses timeline and next steps including defining program (College Credits, Board Policies, etc). Top issues seems to be facilities and location of potential high school. Any questions on timeline. What work does Governance want to do?

HG - Last time a reviewed and edited, but we did not draft. My inclination would be to turn it back to JE and his staff

JE - At next governance team meeting, sit down and review

HG - This committee would be great at Exhibits, Board Bios, and backup materials.

JE - I would like to forward via email as an attachment, the YMC framework, to the Governance Committee.

JE - Need to start communicating with with our authorizers about High School option

HG - Comfortable approaching our authorizers about this topic

JE - Will work with HG to communicate with authorizers superintendent

MG - Who is doing the work on thinking through the charter?

JE - K-8 charter is pretty strong, crowdsourced from Jan-Mar in 2018 on what parents would like and staff survey, etc. Would like to create a High School that serves our current students. Be clear about what the intention is today, and build that based on current mission. Plan to visit other similar-sized schools to see what they do and how they do it. Do your renewal and ask for extending grade levels. If anyone wants to going us on our visits, please let me know (HG is interested). Napa, Vacaville, Fairfield region is on the list to visit.



IX. FUTURE AGENDA ITEMS

Continue to follow the calendar

X. REFLECTION

What worked?

HG - Having Michelle

SB - Ditto

MG - Calendar

SK - Calendar

JE - Reminder that these Committees are to lighten load

What could be better?

HG - Thinking about what we could take off your hands

SB - Having all the documents in the packet

MG - Ditto

JE - Changing over to new google sites

XI. ADJOURNMENT 6:23pm