



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

Finance Committee Minutes

2680 Mabry Drive, Sacramento, CA 95835

August 23, 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:

Committee Member	Present	Absent
Siân Burman	X	
Hope Gawlick (ex-officio member)	X	



III. CELEBRATIONS

JE - A new parent who has never come to a school event came to BTSN. Came because her student's teacher called her personally and invited her.

HG - A parent in her sessions whom she had met at lottery night. Student got a CV referral and

SK - BTSN, good flow, comfortable, lots of staff support

SB - Ditto, liked the video, good information

AW - Love of our students

IV. COMMITTEE UPDATES

HG - Development had a great meeting, got a lot done with a clear plan of action. Almost ready to bring some practices and procedures to the board.

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 May 31, 2018 meeting
- B. Accept and approve update to BP 08-05 Use of School Credit

Motion:	HG	Action:	Passed
Second:	SB	Vote:	Y - 2
	SB		HG
	Y		Y



VII. Items Scheduled For Action

A. Review, approve and recommend adoption of Finance Planning Calendar

JE - Behoves us to review comp plan each year.

HG - Want to make sure it reflects accurately what we want.

SK - Could always come in Dec with a first pass of prep work for discussion.

SB - That would give us time to review and act if we need to

HG - Has flexibility

SB - Should we “*as needed” for the action?

JE - Soften the language for Feb/March

SB - On the board calendar we have “* as needed”

SB - Leave Dec as is and

SK - Dec & Jan as is, Feb; committee discussion or action & March; action or committee report

HG - Likes that it would show deliverables

Motion:	HG	Action:	Moved as amended
Second:	SB	Vote:	Y - 2
	SB		HG
	Y		Y

VIII. DISCUSSION ITEMS

1. Goal Area #2: Use structured professional development and tools to enhance the knowledge of Committee Members. Book review: The Culture Code.

Discussion around committee members’ favorite examples in the book and what their “take always” were. Johnson & Johnson, Seal Team, Marshmallow Challenge, Airplane training. Offering vulnerability and building trust.

What worked well, what could we do better

Everybody come back next month with 3 nuggets

2. High School Discussion

SB - Is Finance going anything concrete or waiting for Governance to ask?

HG - Knowing the timeline of the work of the other committees I think we

JE - Need to do multi year analysis, comp models, facilities discussions

JE - What would the committee like to see next month

HG - Pros & Cons to difference funding model

SB - Approximately how much would each property cost



IX. FUTURE AGENDA ITEMS

X. REFLECTIONS

Plus

JE - Book conversation
SB - Ditto
SK - Stories in the book
HG - Finally getting to the meat

Minus

JE - In the excitement I may have sounded "dark"
SB - Feeling like I need to learn
SK - How to attack fiscal piece
HG - Feels restricted

Delta

HG - Want to refresh on CCSA presentation
JE - Come back with more linear data
SB - Don't really know where to start
SK - Look for some training

XI. ADJOURNMENT AT 6:07 PM