



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

Governance Meeting Minutes

2680 Mabry Drive, Sacramento, CA 95835

February 14, 2019, 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 AT 5:34 PM

II. ROLL CALL AND ESTABLISHMENT OF QUORUM

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



III. CELEBRATIONS

- SB - Son is in a walking boot!
- HG - EB and her tweet from every classroom
- JE - Ms. Furden attending disabilities workshop, was the only Gen Ed teacher there and was applauded by the entire room.
- JW - 6 weeks as a civilian
- MG - School pride

IV. COMMITTEE UPDATES

- SB -Finance met and reviewed Comp and investment policy
- HG - Development continues to work on partner list and newsletter development

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.)

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. Approve minutes from December 13, 2018 meeting.

Motion:	MG	Action:	Passed
Second:	SB	Vote:	Y - 3, Abstain - 1
HG	JW	SB	MG
Y	Abstain	Y	Y



VII. REGULAR AGENDA

- A. Accept, approve and recommend modifications to Board Policy 07-13, School Visitation And Volunteer Policy - H. Gawlick

SB - Found it clear and concise
MG - Would be helpful to have a redline

Motion:	SB	Action:	Passed
Second:	MG	Vote:	Unanimous
HG	JW	SB	MG
Y	Y	Y	Y

- B. Accept, approve and recommend adoption of the 2018-2019 Comprehensive School Safety Plan - J. Eick
Committee reviews redline version (not published due to security and safety concerns)

Motion:	MG	Action:	Passed
Second:	JW	Vote:	Unanimous
HG	JW	SB	MG
Y	Y	Y	Y

- C. Accept, approve and recommend modifications to Board Policy 08-02, Retention Policy - E. Battin

Motion:	MG	Action:	Passed
Second:	JW	Vote:	Unanimous
HG	JW	SB	MG
Y	Y	Y	Y



VIII. DISCUSSION ITEMS

- A. Continued discussion regarding Succession and Outreach Plan for Recruitment of Board and Committee Members.

JE & HG worked on potential revisions to board policy #16-08 and committee discussed current process pitfalls and benefits. Discussion held around recruitment and outreach for committee and board members.

IX. FUTURE AGENDA ITEMS

Continued discussion regarding Succession and Outreach Plan for Recruitment of Board and Committee Members.

X. REFLECTION

XI. ADJOURNMENT AT 6:28 PM