



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

Finance Committee Minutes

2680 Mabry Drive, Sacramento, CA 95835

August 22, 2019 5:00 pm, Matterhorn Conference Room (A114)

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 5:02pm

II. ROLL CALL AND ESTABLISHMENT OF QUORUM:

Committee Member	Present	Absent
Siân Burman	Y	
Hope Gawlick	Y	



III. CELEBRATIONS

SB: Oldest is about to get 2nd degree black belt
HG: BTSN Night
SK: WEB team at BTSN
JE: BTSN classified staff rocked it

IV. COMMITTEE UPDATES

Development: JE created a database to help manage partners. Invite going out to partners re: chili cookoff.

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 1, 2019 meeting

Motion:	SB	Action:	Motion to approve
Second:	HG	Vote:	
	SB		HG
	Y		Y

VII. ACTION ITEMS

- A. Accept and approve 2019/20 Finance Committee Goals - S. Burman



Motion:	HG	Action:	Motion to approve
Second:	SB	Vote:	
	SB		HG
	Y		Y

VIII. DISCUSSION ITEMS

- Finance Committee Goal 3: Develop a financial plan in order to make strategic decisions in preparation for the 9-12 expansion

SB: Facilities and other items to identify
 HG: Which buckets to create
 HG: Current year budget (19/20) impacts

Facilities	Operations	Curriculum	Staffing		Governance / Legal	After School
T&I / Retrofit / Stonehenge	Marketing	Technology (CB's)	Certificated Admin Counseling Teaching Athletics Coaches / Transportation	Classified Career Con. Instruct. Aid		Sports Link Drama DECA MESA
Labs	Branding	Program CTE Dual Enroll Theatre	Bench			
	Technology (Xerox) / Furniture	Mission-driven courses	K-8 Staffing/Impact			
	Back Office					
	Consultation / Vendor / Staffing					

Assumptions

- 85 students min in year 1; up to 125 full enrollment
- Anticipate class sizes of 28-30
- Start in year 9, and grow
- Academic variability without tracking



-
- Students have 4-year plan; strategic 4-year planning (eg., no PE in year 1, etc.)
 - College readiness

IX. FUTURE AGENDA ITEMS

- Continue discussion on Financial Plan
- Potential 2019/20 budget

X. REFLECTIONS

SB: Must more fleshed out idea on the plan

HG: Buckets

SK: Buckets and framework

JE: Helping explore the unknown

SB: More time

HG: FC is pretty concise; this is more

SK: Planning

JE: Lack of some of the items we need (Master Plan, etc.)

XI. ADJOURNMENT 6:02pm