

NOTE: This meeting is being agendized to allow Board Members, staff and the public to participate in the meeting via teleconference, pursuant to the Governor's Executive Order N-29-20 (March 17, 2020), available at the following [link](#).

## **Finance Committee Meeting Minutes**

### **November 19, 2020 5:00 pm**

Teleconference Options to join:

**By PC:** [Click Here](#) or

**By Phone:** (US)+1 562-452-3387 **PIN:** 390 299 836#

Executive Order N-29-20 authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public. Members of the public are encouraged to observe and participate in the teleconference. Further instructions on how to electronically participate and submit your public comments can be found in the PUBLIC PARTICIPATION note at the end of this Agenda

#### **I. CALL TO ORDER AT 5:04 PM**

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

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

#### **III. CELEBRATIONS**

HG - Westlake High School spirit launch and the excitement around the high school launch.

SB - The high school videos

SK - The inclusion of 8th graders in the discussion of what our HS could look like.

AW - Aichele's Advisory, and building of community

JE - Last night's presentation to NUSD, great feedback and response emails.

#### **IV. COMMITTEE UPDATES**

HG - Development met on Monday, approved slides and launch of Explorer Partner website. Including blurbs in WW introducing families to the Explorer Partner program.



**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.)

None

**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 October 29, 2020 meeting
- B. Receive 2019/20 Financial Audit and Required Communications

HG - Appreciates that we had another audit with no findings. Kudos to another clean audit.

Motion:	<b>HG</b>	Action:	<b>Motion to accept and approve.</b>
Second:	<b>SB</b>	Vote:	<b>Unanimous</b>
<b>SB</b>		<b>HG</b>	
<b>Y</b>		<b>Y</b>	

**VII. ITEMS SCHEDULED FOR ACTION**

- A. Review, approve and recommend for ratification to the WCS Governing Board WCS' 2020/21 1st Interim Budget

SK -

**2020-21 Budget: Fiscal Outlook Overview**

- Released two months prior to January Budget Proposal
- Summary of report
  - Budget is in good condition
  - Economic risks are higher this year
  - Suggest caution in allocating available surplus
    - From the \$7 billion projected surplus, the LAO recommends:
      - No more than \$1b towards ongoing items
      - Build reserves and pay down debt
      - Remainder toward one-time, 'rescindable' items



## 2021-22 Budget: Fiscal Outlook Overview

- Released two months prior to January Budget Proposal
- Summary of report
  - Dramatic rebound in the outlook for school funding
    - 2020-21 guarantee up \$13b (18.5%) over June adopted budget
    - 2021-22 guarantee up \$595m (.7%)
  - Estimate \$13.7b in one-time funds and \$4.2b in ongoing funds in the upcoming budget cycle
  - State would have enough to reverse all deferrals
  - LAO also suggests one-time funds to address learning loss, paying down pension costs, and re-building reserves
- Westlake Charter School's budget includes all revenues and expenditures for Westlake Charter.
  - Includes BASE, WAVE, other donations and one-time funds
  - As in previous years we continue to use School Services for funding rates, economic data, and modeling, and use internal, historical data to project ADA.

### Revenues: Key Points

- Revenues have been updated to reflect current enrollment and funding rates
  - LCFF adjusted based on three-year rolling average of UPP rate of 38%
  - Overall LCFF revenue is projected to be flat, with no COLA
  - Learning Loss Mitigation (LLM) funds
  - Increases to Special Education
  - BASE revenue impacts; operations/support continues
  - On the horizon: Increasing revenues with vaccine news?
- Not included in Revenues: Grant Funding
  - \$200,000 in 21/22 and 22/23 from Silicon Schools
  - Up to \$125,000 in 21/22 and 22/23 from Hastings Growth Fund

### Expenditures: Key Points

- Expenditures largely in-line with adopted budget
  - 2 new certificated hires (4th/5th)
  - Increase in FTE for Director of Student Support Services
  - Costs related to COVID-19 response
    - Distance Learning Kits
    - BASE Camps
    - PPE and Cleaning costs
- Overall, the school continues to project a budget that is investing in growth, as well as positive cash flows and ending balances for the foreseeable future.

HG - While we don't include grant funds in the budget for good reasons.



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

**VIII. DISCUSSION ITEMS**

- High School Furniture - S. Korvink

**Near-term facility**

- Planning for year 1 and 2 (2021/22 and 2022/23)
- Space for classrooms, library, art, conference rooms, offices
- Early estimate (3/2020) for like-furniture
  - Product: \$300,000
  - Services; \$63,000
  - Escalation/Tax: \$50,000
    - Total: \$413,000

**Looking ahead**

- High School estimates
  - Product: \$300,000
  - Services; \$63,000
  - Escalation/Tax: \$50,000
    - Total: \$413,000

**Looking ahead**

- High School estimates
  - Product: \$300,000
  - Services; \$63,000
  - Escalation/Tax: \$50,000
    - Total: \$413,000
- High School budgeting
  - Rentals/Leases: \$300,000
  - Professional Services; \$50,000
  - Textbooks: \$60,000
  - Supplies: \$70,000
  - Travel/Legal/Other: \$24,000
    - Total: \$504,000
  - Outdoor Learning
  - Paint/Improvements
  - PE/Athletics
- Budget balance from 1st Interim; Purchase agreements likely headed to Board in coming months



## **IX. CLOSED SESSION AT 5:45 PM**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GC § 54956.8)

Property: 225-0070-092-0000; 201-0300-139-0000; 201-0300-153-0000; 225-0030-057-0000; 225-2320-001-0000; 225-2320-002-0000; 225-2320-003-0000; 225-0070-092-0000

Agency Negotiator: John Eick, Executive Director; Steve Korvink, CBO

Negotiating Parties: Westlake Charter School; Natomas Unified School District; Schumacher

Under Negotiation: Price and Terms

6:01 PM - No items to report out.

## **X. FUTURE AGENDA ITEMS**

## **XI. REFLECTIONS**

## **XII. ADJOURNMENT AT 5:45 PM**

### **PUBLIC PARTICIPATION INSTRUCTIONS:**

Based on guidance from the California Department of Public Health and the California Governor's Officer, in order to minimize the spread of the COVID 19 virus, please do the following:

You are strongly encouraged to observe the [live stream](#) of the Meeting by clicking the link or by phone at (US)+1 562-452-3387 **PIN:** 390 299 836#

If you choose not to observe the Meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on the day prior to the meeting. Please submit your comment to [admin@westlakecharter.com](mailto:admin@westlakecharter.com). Your comment will be placed into the record at the Meeting.

If you are watching/listening to the live stream of the Meeting and wish to make either a general public comment or to comment on a specific agenda item as it is being heard, you may submit your comment, limited to 250 words or less, to [admin@westlakecharter.com](mailto:admin@westlakecharter.com). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the Meeting.