



**BOARD OF DIRECTORS  
WESTLAKE CHARTER SCHOOL**

**Finance Committee Minutes**

**2680 Mabry Drive, Sacramento, CA 95835**

**August 1, 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 5:33pm**

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

<b>Committee Member</b>	<b>Present</b>	<b>Absent</b>
Siân Burman	Y	
Hope Gawlick (ex-officio member)	Y	



### III. CELEBRATIONS

- JE: Onboarding, laughter, and Mer (a happy version of Mer)
- SB: Took a kid to school today! It's back in session!
- HG: WEB
- SK: Office staff

### IV. COMMITTEE UPDATES

Impact: Vasa joined Impact; SS leads; Shara Murphy was in attendance. Possible white paper; qualitative research in strat plan;  
 Development: Work on structures and Board comments; capital campaign discussion; partner emails and 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.)

### 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 30, 2019 meeting

Motion:	<b>SB</b>	Action:	<b>Approved</b>
Second:	<b>HG</b>	Vote:	<b>2-0</b>
	<b>SB</b>	<b>HG</b>	
	<b>Y</b>	<b>Y</b>	

### VII. DISCUSSION ITEMS

- Committee Goals for 2019/20  
 Discussion of goals; additions and edits

### Committee Goals

- 1) Review existing financial and operational Board Policies and recommend changes or new policies to the Board, as applicable.



- 2) **Provide financial** professional development **for Board Members which is aligned to strategic goals.**
- 3) **Develop a financial plan in order to make strategic decisions in preparation for the 9-12 expansion.**
- 4) **Facilitate** the compensation review process to ensure it is predictable, transparent and aligned to the organization's strategic plan and required financial reporting.
- 5) Identify, research and develop innovative business endeavors which are aligned to our mission, vision and strategic plan.

#### **VIII. FUTURE AGENDA ITEMS**

- **Financial plan elements**

#### **IX. REFLECTIONS**

**What worked?**

**HG: Grammarly**

**SB: Work so hard to get to what we mean**

**JE: Deep amount of trust**

**SK: Authenticity**

**What could work better**

**SB: Parkinson's law; If there is time, we will fill it!**

**HG: Using available tools**

**SK: Plan and other priorities**

**JE: What could we be working on?**

#### **X. ADJOURNMENT 6:38pm**