



**BOARD OF DIRECTORS**  
**WESTLAKE CHARTER SCHOOL**  
**Impact Committee Meeting Minutes**  
**2680 Mabry Drive, Sacramento, CA 95835**  
**December 19, 2019 6:00 PM, 6:00 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 Board meetings. The purpose of a public meeting of the Board of Directors ("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 6:05PM**

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

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Shannon Simonds	X	
Hope Gawlick	X	
Vasa Lokteff	X	
Shara Murphy		X



**III. CELEBRATIONS**

SS - JE met with potential committee members  
JE - Student came to us from a school and has blossomed in our full inclusion program.  
VL - Staff holiday party, time invested in making everyone feel appreciated.  
HG - Holidays Around The World - great opportunity for older students to work with younger students

**IV. COMMITTEE UPDATES**

HG - Development working on communication plan and will be meeting in January to continue discussing plan and adjusting timeline.  
Finance met and is continuing to talk about comp review and multiple metrix scenarios.

**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.

**VI. CONSENT ITEMS:** All matters listed under the Consent Agenda are 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 November 21, 2019 meeting.

Motion:	<b>HG</b>	Action:	<b>Passed</b>
Second:		Vote:	<b>Y - 3, 1 - Absent</b>
<b>SS</b>	<b>HG</b>	<b>VL</b>	<b>SM</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Absent</b>



## VII. DISCUSSION ITEMS

- A. Discuss performance metrics and white paper development for Goal Area 1, Objective 1, Part 1: Retention at WCS  
JE reviews employee exit data from 2014-2019, exit reasons, retention rate, growth story.  
SS -asks for clarification around staff demographics, student demographics and any correlation to retention rate.  
SS - Asked if staff coming from alternative certification programs are impacted negatively.  
JE - possibly, not necessarily prepared as well for classroom, burn out, lack of coaching can be factors for negative retention
- VL - Why does teacher retention matter - intro  
Address policy recommendations for retention, data for support
- HG - to begin crafting piece around comp as a factor  
SS - to begin crafting analytics around increase F&R, increase accountability, diversity for section 2  
JE - Look for reason why we would meet the metric  
VL - Begin Lit opening
- B. Discuss High School Fishbowls and craft survey for former WCS students (current high school students)

## VIII. FUTURE AGENDA ITEMS

### IX. REFLECTIONS

#### **What worked well for this meeting?**

**VL - We have a plan!**

**JE - Seeing the data in this fashion**

**SS - Fruitful conversation, had questions from reading assignment**

**HG - Enjoying the committee work intersecting**

#### **What would have made it better?**

**SS - If we had made it to discussion item 2**

**HG - Ditto**

**VL - Ready to get the work done**

**JE - Restriction for group work on the project**

### X. ADJOURNMENT AT 7:15PM