



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Governance Meeting Minutes
2680 Mabry Drive, Sacramento, CA 95835
October 11, 2018, 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 5:43pm

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 - Anniversary of First Date!
- HG - Chili Cookoff - favorite community event, nice to share a meal with school community
- JE - International Walk to School Day
- SK - Fall Break
- MG - Sports program is launched and a great program for students

IV. COMMITTEE 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 in the minutes.)

None

VI. CONSENT ITEMS: 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 September 13, 2018 meeting.

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



V. DISCUSSION ITEMS

- **Discuss the annual notifications recommendations by YMC**

- **Discuss policy updates to Safe Haven policy**

HG - NUSD adopted changes and those changes are reflected in the copy before the committee tonight.

SB - Changes to 8B, does that language mean we have to lottery existing students?

JE - Edcode 47614.5 in charter school oversight policy NUSD BP 0420.41

HG - Need to take resolution and develop policy to support.

- **Discuss approved Development Committee Policies and where they fit within the Digital Evidence Box**

JE - Question on the table is are these policies committee policies or board policies. Reviews Digital Evidence Box

SB - Board oversight and approval of committee policies

MG - Should we have a policy around soliciting donations?

HG - Are resolutions on the website?

Mrs. Swan - Do you have a list of industries whom we cannot take donations from? How do you know where money from WAVE comes from?

- **Discuss process to publish action items during board meetings**

JE - Discusses the need for posting docs to the DEB, posting items to committee and board packets. Night of approval item would be attached to support ticket for posting

HG - Process would go from action in committee and to board the following month.

VI. FUTURE AGENDA ITEMS

Safe Haven

Annual notifications from YMC

VII. REFLECTION

What worked well tonight:

MG - Great conversation

SB - Different considerations

JE - Whats a board policy vs. committee policy

How could it have gone better?

MG - Will learn how to work the site

SB - Wasn't really clear about why the packet items were in there.

HG - Agree will commit to clarifying packet materials for future meetings.

JE - Making our materials more transparent going forward.

VIII. ADJOURNMENT AT 6:26 PM