



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

**Board Meeting Minutes
1985 Pebblewood Drive, Sacramento, CA 95833
July 13, 2017 4:30 pm, Room P6**

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 4:37PM



II. ROLL CALL AND ESTABLISHMENT OF QUORUM

Board Member	Present	Absent
Hope Gawlick		
Sian Burman		
Allison Chavez		
Kim Hewitt		
Joe Clark		X
Jed Wallace		
Nancy Kong-Vasquez		
Shannon Simonds		

III. CELEBRATIONS

- HG - Welcome new board members, new campus
- KH - Steve keeping everybody posted on social media about new building progress. Sally Hoyt hosted PD and it was incredible. Provided great opportunity to collaborate.
- SB - New campus progress
- NKV - New campus excitement, likes seeing the enthusiasm.
- AC - Met with new team for planning day. Brilliant and planned through Sept!
- SS - Brown bag lunch with upper mgmnt. Excited by progressive thoughts for moving department forward. Reminded of Impact Committee meetings
- AW - Responsive classroom
- JW - Westlake didn't get PRA'd from CTA.
- SK - Staff taking time to work during their summer and collaborate
- JE - CUE conference, WCS teachers who spoke to our school culture and seeing the power of

IV. BOARD COMMENTS

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.)



VI. BOARD REPORTS: Copies of board reports on file at 1985 Pebblewood Drive, Sacramento, CA 95833.

- A. Charter Impact Committee Report - Joe Clark, Committee Chair
HG - Next mtg 27th, location TBD
- B. Finance Committee Report - Sian Burman, Committee Chair
SB - Nxt mtg 8/24, location TBD
- C. Governance Committee Report - Hope Gawlick, Committee Chair
HG - Next mtg. 8/10, will be working on some of the policies you saw referenced in handbook.
- D. Executive Director Report - John Eick, Executive Director
- E. Academic Report - John Eick, Executive Director

VII. 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 June Board Meeting(s)
- B. Accept and approve monetary donations
- C. Accept and approve 2017-18 Master Contracts for Growing Healthy Children; K12 Health; Learning Solutions; Donna Grimm, Speech Therapist; Cecilia Martinez, OT

Motion:	SB	Action:	Passed				
Second:	NKV	Vote:	Unanimous				
HG	SB	AC	KH	JC	JW	NKV	SS
X	X	X	X		X	X	X



III. REGULAR AGENDA

- A. Accept and approve Board Officers, Committee Chairs and Committee Membership for 2017-2018 School Year - H. Gawlick

JE - reviews relationship with Board On Track and coaching that has occurred with WCS.

Quarterly coaching for Board President & ED, teacher board members, committee chairs

Board discussion regarding board officer positions, committee chair positions and potential roles and responsibilities.

Motion:	JW	Action:	Passed				
Second:	SS	Vote:	Unanimous				
HG	SB	AC	KH	JC	JW	NKV	SS
X	X	X	X		X	X	X

- B. Discuss and Approve Board Goals, Committee Goals and Executive Director Goals for the 2017-2018 School Year - H. Gawlick

JE - Discussion for tonight. Will bring back for action next month.

SB - reviews Finance Committee goals.

KH - Likes that the committee has a stretch goal

JW - Doesn't investment policy create some conflict of interest for the form 700?

HG - continue of discussion of this item to August meeting.

Motion:		Action:					
Second:		Vote:					
HG	SB	AC	KH	JC	JW	NKV	SS



- C. Review and approve the 2017-2018 WCS Family Handbook and grant the Executive Director the authority to make any necessary changes from legal counsel. - J. Eick

JE - Discusses development of family handbook and intent of handbook.

EB - Shared current handbook with legal, waiting for revisions & addition of policies from YMC. School bus safety plan, school wellness plan, Special Education policy. Looked at 13-14 handbook, pieces missing as we build our story. Revised handbook is a broader view of who we are and moving into a K-8 piece. Added a focus on weaving core values into everything we do. Have a simplified document.

HG - Where a parent might find info on whether they should send their child to school. le. fever, vomiting etc.

AC - Loved new format incl core values. Shows value. Appreciate concise nature.

Academics - IC at middle school level is important. Any way to include a reference on checking IC on a regular basis? Uniform policy seems to be very vague. Handbook points to policy would it be better to add detail? Loved "who to contact"

SS - Loved the "who to contact", liked the core value of the month piece

KH - Likes that it's concise and that it's consistent K-8. Reflects what we actually do in daily practice.

EB - PBIS team provided input on handbook as well. Really helped in development.

NKV - Hyperlinks- can we link to docs on the electronic version?

JE - Any grammatical errors or suggestions please email. Will be working on it further over the next few weeks for distribution when school starts.

LC - YMC thought it was a SELPA policy until we reviewed the law and created a template. Reference in handbook when published.

JW - Parent volunteer hours have been addressed in both WCS & WAVE handbook?

JE - No reference in WCS handbook

NKV - It was removed from WAVE's handbook 2 years ago.

Motion:	SB	Action:	Passed				
Second:	AC	Vote:	Unanimous				
HG	SB	AC	KH	JC	JW	NKV	SS
X	X	X	X		X	X	X

IX. DISCUSSION ITEMS

Annual Brown Act Review - L. Corr, Legal Counsel, Young Minney & Corr

** Board agendas have to be linked prominently on the home page.

XI. FUTURE AGENDA ITEMS

Crafting multi year projection of impact of STRS & PERS & report out to board.



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XII. REFLECTION

Plus

SB - Brown Act training format
SS - Ditto but felt like it was concise and
KH - Ditto and dinner provided
AC - Ditto KH
NKV - Ditto, appreciate L. Corr
JW - Ima Snoozer
HG - Practicing what we preach - likes developing board structure
JE - Ditto
SK - Family handbook
AW - Last mtg on this campus

Minus

NKV - early start time
JW - Other things around conflict of interest training, would shorten Brown
Act
and spend some time on CI
SK - STRS & PERS jumps
HG - Ditto JW
JE - Ditto JW, more board input
AW - Needed potty break
SB - Wont be here
SS - Ditto NKV
KH - Running out of time
AC - Air fluctuation

Delta

SS - Wants to see new campus before next mtg
KH - Have more audience
AC - Development committee
NKV - More board discussion
JW - ED goals included in report out quarterly
SK - Ditto NKV
HG - Ditto JW & add committee & board goal report outs
JE - Feedback from board
AW - Ditto SS
SB - Not so many crickets when it's time to motion

XIII. ADJOURNMENT AT 7:43 PM