



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

**Board Meeting Minutes
2680 Mabry Drive, Sacramento, CA 95835
September 14, 2017, 6:30 PM, Room G106**

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 6:34PM

II. ROLL CALL AND ESTABLISHMENT OF QUORUM

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



III. CELEBRATIONS

HG - Ribbon cutting ceremony hosted with NUSD
KH - Teaching 360 math inside of our amazing classrooms. Kids loved the activity.
AC - First PBL and having the space for kids to really expand their learning.
SB - First mini coaching with Marci at BOT
NKV - Development committee met for the first time. Great meeting
JC - 6th grade Advisory, crucial to middle school students.
JW - Great facility, advocacy win. Charters are being included in more local bonds.
SK - John Eick, Parking Lot, Leading PD, lots of great work being done.
KH - leadership, Ms. Hoyt great listener, John Eick - he's everywhere doing everything.
Great at giving everyone what they need.
AW - Emily's support as administrator, coaching as I take on Dean role.
AC - Yes thank you Emily for supporting MS teachers, very responsive, makes it seem like each teacher's issue is the most important.

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.)

Mitra Ajdari - Feels that her daughter is being treated differently. Math class scores, lowest since 5th grade. Requested class changes since Aug 15th.

Hope Gawlick - Directs Ms. Battin to research and respond to parent concern.

VI. REPORTS: Copies of reports on file at 2680 Mabry Drive, Sacramento, CA 95835.

- A. WAVE Report - Amber Husted, WAVE President
- B. Charter Impact Committee Report - Joe Clark, Committee Chair
Rev objectives from strat plan
- C. Development Committee Report - Nancy Kong-Vasquez, Committee Chair
NKV - First Wednesday of every month is meeting day. Short term build relationships with local business leaders. Identifying and develop list of potential partners.
- D. Finance Committee Report - Sian Burman, Committee Chair
SB - reviewed credit policy, up for review tonight. Updates on multi year projections and possible investment policy.
- E. Governance Committee Report - Hope Gawlick, Committee Chair
KH - Approved credit policy, prioritized 6 policies for review. Also have for board review tonight, committee goal review calendar



IX. DISCUSSION ITEMS

Committee Updates, Skills Inventory Review and Succession Planning
HG - In an effort to keep the full board up to date on committee goal progression we have worked with Board on Track to develop the schedule below. Two main questions came to mind when discussing what these reports should include: 1) What is your committee trying to decide and when; and 2) What does your calendar/plan look like for achieving your goals by the end of the year. The hope is that these questions will help to focus work and help keep Committee meeting to 1 hour or less a majority of the time.

Committee	Update 1	Update 2
Governance	October	February
Charter Impact	November	April
Finance*	December	March
Development	January	May

*Finance Updates are set to align with First and Second Interim Budget Report

Committees will continue to report out monthly activity.

At the present time the Board has one open position with Joe, Nancy, and Kim’s terms expiring in June of 2018. Now is the time to begin recruitment for both community committee members as well as Board positions. There is a continued need in all areas but particularly Development, Finance, Facilities and Human Resources.

XI. FUTURE AGENDA ITEMS

Academic report

XII. REFLECTION

Plus

- AC - We improved Delta’s from last month with audience participation.
- SB - First board meeting on new campus
- NKV - Encouraged by listening from the staff who are here day in and day out. Appreciates what they do. Love celebrations
- SK - Ditto Allison
- JW - First board meeting in new space
- AW - Cookies
- HG - Appreciate board involvement in skills inventory
- JC - WAVE’s report out, lots of great stuff coming out.
- KH - Steve filling in for JE



Minus

- KH - Not logging into BOT before tonights meeting
- AC - Report out on traffic, good work that's being done but feedback on blocking driveways etc.
- SB - Left her notes at home, likes to be better prepared.
- NKV - Doing really good stuff, don't want to be the downer. Felt a little bit like the downer.
- SK - Always like to see more participation
- JW - Board development, big challenges
- AW -
- HG - Missed pieces to board report, partner in crime
- JC - Committee work has been pheno, seems a little disjointed. Missing the bigger conversations
- KH - Logging into BOT
- AC - Stressed about recommending somebody to committees

Delta

- HG - Celebrate JE to his face more often.
- JC - Same as Minus
- AC - Would like to meet somebody to fill that spot
- SB - Remember notes
- NKV - Being more articulate, being more succinct in my own words
- SK -Possible relocation of board meeting.
- JW - Being able to better board prepped.
- AW - Picture in the new space

XIII. ADJOURNMENT AT 8:02 pm