



**BOARD OF DIRECTORS**  
**WESTLAKE CHARTER SCHOOL**  
**Governance Meeting Minutes**  
**2680 Mabry Drive, Sacramento, CA 95835**  
**October 19, 2017, 5:30 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 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 AT 5:34 pm**

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

<b>Committee Member</b>	<b>Present</b>	<b>Absent</b>
Hope Gawlick, Chair	X	
Kimberly Hewitt	X	
Jed Wallace		X



### III. PUBLIC SESSION

#### Celebrations:

A. Committee Updates

KH - Amazing fall break, playground & staff room open. Starting again and things are fresh. Kids are loving the playground

Emily's bullying assembly is great. Small group, EB's story. Kids had great take Aways.

HG - Close to the end of a full trimester on our new campus. CCSA event last night. Great opportunity to connect with other charter leaders and advocates.

SK - Visitors were escorted by leadership kids. Designers and architects, students walked them through the campus and talked about flex space, flexible furn etc.

AW - relationship with a student

JE - Kids feeling secure & supported by the adults

HG - Our students circling around new students supporting him.

B. Public Comments

### IV. 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 14, 2017 meeting.

Motion:	<b>KH</b>	Action:	<b>Passed</b>
Second:	<b>HG</b>	Vote:	<b>Y - 2, Absent - 1</b>
<b>HG</b>	<b>KH</b>	<b>JW</b>	
<b>Y</b>	<b>Y</b>		



## **V. DISCUSSION ITEMS**

1. Policy Review Calendar for 2017-2018  
JE - Table SpEd policy & student education records. Homeless students, Foster Youth review next for discussion
2. Governance Goal Tracking Calendar  
Governance, November  
Impact - April  
Finance - December, March  
Development - January, May
3. Calendar discussion regarding recruitment and succession planning.  
Met with a few potential members. At least 3 seats open in the spring.  
Report out on existing board policy on recruitment BP16-08. See if the policy needs to be updated.

## **VI. FUTURE AGENDA ITEMS BP16-08**

## **VII. REFLECTION**

### **Plus**

**HG - ANxiety much lower, developed plan for 1st half of year**

**KH - Likes being part of policy work**

**JE - ALSO happy that we are developing a process to keep us on track and accountable**

### **Minus**

**HG - Not feeling prepared**

**KH - Feeling HG's anxiety and not being able to help**

**JE - Wish more clear direction had been provided on policy needs**

### **Delta**

**JE - Board room set up**

**KH - Familiarize myself with goals**

**HG - Ditto**

## **VIII. ADJOURNMENT AT 6:19**