



BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Governance Meeting Minutes
2680 Mabry Drive, Sacramento, CA 95835
November 9, 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 5:31 PM

II. ROLL CALL AND ESTABLISHMENT OF QUORUM

Committee Member	Present	Absent
Hope Gawlick, Chair	X	
Kimberly Hewitt	X	
Jed Wallace	X	



III. CELEBRATIONS

HG - End of trimester, 3 day weekend

JE - The systems in place are starting to influence different groups across the campus.

AH - Student interaction around bullying behavior that ended positively with great feedback from parents.

KH - FallCue, great experience, good nuggets that excited the team, affirmation of the great things happening at WCS.

JW - Happy to be here!

SK - After School Live parent volunteer appreciation event

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. 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 October 19, 2017 meeting.

Motion:	KH	Action:	Approved
Second:	HG	Vote:	Y - 2, Abstain - 1
HG	KH	JW	
Y	Y	Abstain	



VII. REGULAR AGENDA

- A. Review, approve and recommend adoption of BP 1117-01 Education for Homeless Children and Youth Policy - H. Gawlick
 HG - Template received from YMC modified to reflect Westlake information. Could modify #3 references to preschool and headstart
 JE - Reflects current EdCode requirements. Under professional development possibly modify WCS "may be"
 HG - Make changes and bring back for December meeting.

Motion:		Action:	
Second:		Vote:	
HG	KH	JW	

VIII. DISCUSSION ITEMS

- A. Review and discuss possible revisions to Board Policy 16-08 The Appointment Process for the Board of Directors and Board Committees of Westlake Charter School - H. Gawlick

 Discussion held around seeking out qualified board members who fit the needs of the board. As we form community relationships and strengthen partnerships some candidates may come forward.
 Streamlining the process makes sense and might help. We are doing these steps but not necessarily in this order. More organically.
 We know that it works with committee assignments first.
 Is it a Board's responsibility or ED responsibility to carry out the steps of recruiting and vetting?
 Important to plan for succession

IX. FUTURE AGENDA ITEMS

- A. Board Policy for Education for Foster Youth
- B. BP 1117-01 Education for Homeless Children and Youth Policy

X. REFLECTION

Plus

- HG - Having Jed here**
- KH - Ditto**
- JE - Fruitful dialog**

Minus

- JE - Highlighted in advance on the policy work**
- HG - So close to the next meeting, hoped to end earlier**
- KH - Not having advance work done**
- JE - Missed meetings and getting caught up**



Delta

HG - Different room for meeting next month

KH - Ditto

JE - Ditto

XI. ADJOURNMENT AT 6:27 PM