



**BOARD OF DIRECTORS  
WESTLAKE CHARTER SCHOOL**

**Finance Committee Minutes**

**1985 Pebblewood Drive, Sacramento, CA 95833**

**August 24, 2017, 5:00 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 5:14 PM**

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

<b>Committee Member</b>	<b>Present</b>	<b>Absent</b>
Siân Burman	X	
Joe Clark		X
Hope Gawlick (ex-officio member)	X	



### III. CELEBRATIONS

- SB - Drop off has been going lovely, very pleased with both doing it and volunteering
- JE - Agree it is spectacular, at pick up today we had 85 cars in 21 minutes. One whole group made it through in 4 minutes.
- SK - Making progress in HVAC area, lots of small things are getting fixed
- JE - The gym is coming along and is looking great
- AW - Back to school night
- HG - Last night showed the size of the campus, lots of parents but comfortably spread out.
- SB - Saw a neighbor who promoted 2 years ago came back to see Mr. Lokteff

### IV. COMMITTEE UPDATES

HG - None

**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.)

HG - None

### ITEMS SCHEDULED FOR REVIEW:

**VI. 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 22nd, 2017 meeting

Motion:	<b>HG</b>	Action:	
Second:	<b>SB</b>	Vote:	
	<b>SB</b>	<b>JC</b>	<b>HG</b>
	<b>X</b>		<b>X</b>



### VII. Items Scheduled For Action

- A. Review, approve and recommend adoption of revisions to Board Policy BP 08-05 Use of School Credit

HG - Originally the revisions only included adding the Dean of Students and In discussion other board members felt that the Principal should have an increased credit line. BASE Director increase also added. Facilities Manager and Facilities Lead also added. They weren't cross listed. Also cleaned up and made the language consistent.

SB - Asks for clarity on card limit vs. credit limit ? Do we pay the card in full?

SK - Yes it's a single purchase limit. And yes we pay it in full each month.

HG - Move recommended adoption with one change of "Monthly Expenditure Limit" to "Single Purchase Limit".

Motion:	<b>HG</b>	Action:	
Second:	<b>SB</b>	Vote:	
	<b>SB</b>	<b>JC</b>	<b>HG</b>

### VIII. Discussion Items

1. Multi-year budget projections - S. Korvink  
 SK - reviews multi year projections, external factors that impact funding, PERS & STRS, growth models, enrollment  
 SK will continue to develop additional models for 1st Interim
  
2. Investment policy discussion - S. Korvink  
 HG - Jed's question about how and Investment policy plan would impact our form 700 filing. YMC responded  
 Earned a decent amount last year with our money with the county  
 Discussed possible options  
  
 SK to bring back a draft for review as a discussion point
  
3. Goals review and approach - S. Burman  
 SB - discuss order of approach for goals. Reserve policy seems time sensitive.  
 HG - #3 needs to be aligned for comp review  
 SB - could be done simultaneously.

### IX. FUTURE AGENDA ITEMS

SK to bring back a draft for review as a discussion point  
 For next month committee will review and discuss Reserve Policy.  
 Also discuss compensation calendar.  
 Min wage on projections



## **X. REFLECTIONS**

### **Plus**

**SB - First meeting on new campus**

**JE - Fruitful conversations**

**HG - Strength of CBO input**

**SK - Diving into the policy work**

### **Minus**

**SB - Hard to see chart differentiation**

**HB - Looking forward to working on goal 2**

**JE - There's a pending tough conversation in the next 2 years**

**SK - Ditto**

### **Delta**

**JE - Went way overtime**

**SB - Ditto**

**HG - Learn the hard stop**

**SK - Cut down on information but still get the points across**

## **XI. ADJOURNMENT AS 6:42 PM**