



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

**Board Meeting Minutes
2680 Mabry Drive, Sacramento, CA 95835
December 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 6:32 PM

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 - Action item to appoint new member
- AC - Finished grad program, masters & admin credential
- NKV - Community support
- SS - Talking to coworker about Westlake and found herself excited to talk about WCS.
- KH - Staff meeting where staff was presenting and leading the meeting.
- JE - Christina Eick - Student Support Services, full inclusion, development of program
- AW - Sabrina Jackson and interacting with her
- SK - Looking at his presentation from last year and seeing where we are today
- SB - School dismissal process
- AH - Collaboration with Emily Battin on evening events. JE with triathlon

IV. BOARD COMMENTS

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 in the minutes.)

None

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

- A. WAVE Report - Amber Husted, WAVE President
Triathlon, 55K raised, Chalk event was a great addition.
Movie night - gym was full, Santa visit
Bingo Night - 1/19
Princess & Me Dance - 2/3
Presents check for 25K
- B. Charter Impact Committee Report - Joe Clark, Committee Chair
HG - Didn't meet in November, meeting 12/21
- C. Development Committee Report - Nancy Kong-Vasquez, Committee Chair
NKV - Voting on new committee member at tonight's meeting.
Project Plan discussion
Potential workshops planned for next month to develop marketing pieces
Shooting and awesome video!
Looking at a partner tracking database, develop mailing list, storing contact info etc.



- D. Finance Committee Report - Sian Burman, Committee Chair
SB - Next meeting 12/21
- E. Governance Committee Report - Hope Gawlick, Committee Chair
HG - New policy on the agenda tonight
Foster policy coming to the board in January
- F. Executive Director Report - John Eick, Executive Director
KH - Re: parent survey results. Would like to talk offline about parent concerns about homework, hosting a session for PGTSN and want to make sure that message is communicated clearly.

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 November 9, 2017 Board Meeting
- B. Accept and approve monetary donations
- C. Accept and approve Master Contract with Learning Solutions
- D. Receive 2016/17 Financial Audit and Required Communications

HG - Pull item B

Motion:	SS	Action:	Passed				
Second:	AC	Vote:	Yes - 6, Absent - 2				
HG	SB	AC	KH	JC	JW	NKV	SS
Y	Y	Y	Y	Absent	Absent	Y	Y



VIII. REGULAR AGENDA

- A. Accept and approve 1st Interim Budget for 2017-2018 - S. Korvink

SK - shares audit report

HG - Auditors relayed that our audit is really clean and gave very positive feedback about our business office thorough procedures.

SK - reviews interim budget including budget timelines, economic update 1st Interim & Multi-Year Projections

Motion:	SB	Action:	Passed				
Second:	NKV	Vote:	Yes - 6, Absent - 2				
HG	SB	AC	KH	JC	JW	NKV	SS
Y	Y	Y	Y	Absent	Absent	Y	Y

- B. Accept and Approve 2018-2019 Academic Calendar - J. Eick

JE - After last meeting surveyed teachers regarding, spring break. 71.8% felt that 1 week was better for kids

Motion:	NKV	Action:	Passed				
Second:	AC	Vote:	Yes - 6, Absent - 2				
HG	SB	AC	KH	JC	JW	NKV	SS
Y	Y	Y	Y	Absent	Absent	Y	Y



- C. Review, approve and adopt revision of BP 0913-01 Education for Homeless Children and Youth Policy - H. Gawlick

AC - Enrollment dispute section, student admitted pending the resolution. What happens if the dispute is not in favor of the student. Is the student removed from school?

HG - That piece is specifically required by law, have to research further.

JE - Depending on the dispute there are other policies that would impact decision. We would do what's in the best interest of the student.

AC - Regarding transportation, what lengths would we go to, how would that work?

JE - It varies, we could provide a public bus pass, we might purchase a bus seat on a school bus in the district they live in.

HG - It mandates that the school has to comply but leaves us flexibility as to how we do it.

Motion:	SB	Action:	Passed				
Second:	SS	Vote:	Yes - 6, Absent - 2				
HG	SB	AC	KH	JC	JW	NKV	SS
Y	Y	Y	Y	Absent	Absent	Y	Y

- D. Approve appointment of Josh Corell to the Development Committee. - H. Gawlick

Motion:	NKV	Action:	Passed				
Second:	AC	Vote:	Yes - 6, Absent - 2				
HG	SB	AC	KH	JC	JW	NKV	SS
Y	Y	Y	Y	Absent	Absent	Y	Y

IX. DISCUSSION ITEMS

- A. Finance Committee Update Regarding 2017-2018 Goal Progression - S. Burman
SB provides board of detailed update of committee work and work happening in each goal area.

X. FUTURE AGENDA ITEMS

- A. Development Committee Update Regarding 2017-2018 Goal Progression
- B. Academic report
- C. Board policy updates



XI. REFLECTION

Plus

SS - Parent survey data
NKV - Loves data
AC - Classified comp work
SB - Academic calendar
SK - Rich content of meeting
AW - Parent survey
JE - Policy questions
HG - Supporting the community, parent survey, budget review. Focused work
KH - Love data from parent survey, PGTSN

Minus

KH - Communication piece of parent survey
SS - Feels like should have researched more before meeting
NKV - Tired
AC - Finance, some uncertainty
SB - Public speaking stresses me out
SK - Missing a couple of board members
AW - I'm cold
JE - Spending time to make sure to celebrate everything and everybody but this room is full of volunteers.
HG - We are all hard on ourselves. Is there a way to build us up.

Delta

KH - Celebrate us more
SS - Come to other events
NKV - Coffee
AC - Understanding financial parts better
SB - Ditto Kim
SK - MYP, we have some positive paths, dive into that
AW - All of the above
JE - Offsite workshop, celebrations
HG - Ditto Kim

XII. ADJOURNMENT AT 8:22 pm