



BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Governance Meeting Minutes
2680 Mabry Drive, Sacramento, CA 95835
February 8, 2018, 5:30 PM, Library

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 5:35PM

II. ROLL CALL AND ESTABLISHMENT OF QUORUM:

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



PUBLIC SESSION

III. CELEBRATIONS:

HG : Great Dev Meeting

KH: Love the people I work with, the talent show, teamwork

SK: Safari Live, to be apart of the classroom environment and connect across the globe

JE: Academic: People who make a difference - kids report but also tie into the core value the person ties into. Staff: Enjoying intent to return conversation and discussion about next year and 3-5 years

IV. COMMITTEE UPDATES

Review Governance Board Update including goal progression, policy updates (1090 and Form 700), Board Goals and potential individual Board Member goals, assist in the recruitment process

Defer other updates to Board Meeting

V. PUBLIC COMMENTS

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 January 11, 2018 meeting.

Motion:	KH	Action:	Pass
Second:	HG	Vote:	Y - 2, Absent - 1
HG	KH	JW	
Y	Y	X	



- B. Review, approve and recommend revision of BP 0812-01 Harassment, Intimidation, Discrimination and Bullying

HG: Order of approving Policies and CSSP JE: Approve in order they are ready; CSSP is driven by the documents, we can update if the policies are updated.
 JE walked through the policy. Asks to bring the Title IX brief back to committee to review.
 HG: Work to clean up so it flows better.
 JE form at bottom - we are putting a form on the website. Explained differences between UCP, this policy and the reporting processes. Possibly bring up UCP and this policy together to ensure they are aligned.
 HG to review.

Motion:		Action:	No Action; Bring back item
Second:		Vote:	
HG		KH	JW

VIII. DISCUSSION ITEMS

A. Review Comprehensive School Safety Play

JE begins review of CSSP starting with Table of Contents. Walks through introduction, and breaks down into Mitigation and Planning and Training. Next section are our operational emergency plans, and then, Recovery. Please read through, mark-up, and come back. Will update the CSSP to include the actual language that will go over the speakers in case of emergency. Most items are fairly standardized. Site decisions are made in the final sections, the Attachments. Please make comments on these sections; these are the sections where we have more flexibility to update. JE walks through Attachments. Will be an annual review process. Will need to note policy reference in Section 5. JE asks KH to think about other documents that we can use that speak to 'creating a safe environment'.

JE asks that all submissions come in within 2 (2/22) weeks from today. Sections 1, 3 8, 9 and 10. Walks through training schedule.

B. Review Uniform Complaint Policy

Move to future agenda item

IX. FUTURE AGENDA ITEMS

- Board Goal Review
- BP 0812-01 Harassment, Intimidation, Discrimination and Bullying
- BP Uniform Complaint Policy



X. REFLECTION
Positive, Negatives and Deltas

XI. ADJOURNMENT 6:29pm