



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

**Governance Meeting Minutes
2680 Mabry Drive, Sacramento, CA 95835
December 14, 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 5:36 pm

II. ROLL CALL AND ESTABLISHMENT OF QUORUM:

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



III. CELEBRATIONS

- KH - Class play using outdoor flex space,
- HG - Adding Josh
- JE - Speakers going into the classrooms
- SK - Student toured IB program, a lot of WCS students attending
- AW - Students mentoring lower grade kids

IV. BOARD COMMITTEE UPDATES

- Finance -
- Development - well laid out plan for bringing on partners and tracking
- Impact - didn't meet

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 November 9, 2017 meeting.

Motion:	KH	Action:	Passed
Second:	HG	Vote:	2 - Yes, 1 - Absent
HG	KH	JW	
X	X	Absent	



VII. REGULAR AGENDA

- A. Recommend appointment of Josh Corell to the Development Committee - H. Gawlick

Motion:	KH	Action:	Passed
Second:	HG	Vote:	2 - Yes, 1 - Absent
HG	KH	JW	
Y	Y	Absent	

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

HG reviews proposed changes.
No questions or comments.

Motion:	KH	Action:	Passed
Second:	HG	Vote:	2 -Yes, 1 - Absent
HG	KH	JW	
Y	Y	Absent	

- C. Review, approve and recommend adoption of BP 1217-01 Education for Foster Youth Policy - H. Gawlick

HG - Reviews proposed policy

Motion:	KH	Action:	Passed
Second:	HG	Vote:	2 -Yes, 1 - Absent
HG	KH	JW	
Y	Y	Absent	



VIII. DISCUSSION ITEMS

IX. FUTURE AGENDA ITEMS

Board policy
Board succession plan

X. REFLECTION

Plus

JE - Relaxed meeting
HG - Prep work allowed for smooth meeting
KH - Foster Youth Meeting
SK - Committee seems to be solidly running
AW - Smooth meeting

Minus

JE - PDF of revisions
HG - Ditto
AW - Ditto
KH - Homeless student
SK - Missing committee member

Delta

JE - Missing fresh coffee
HG - Remember this feeling of success at 6:09pm
KH - Ditto
SK - Ditto
AW - Ditto John

XI. ADJOURNMENT AT 6:10pm