



**BOARD OF DIRECTORS**  
**WESTLAKE CHARTER SCHOOL**  
**Governance Meeting Minutes**  
**2680 Mabry Drive, Sacramento, CA 95835**  
**June 14, 2018, 5:30 PM, Library Media Center**

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 5:44 PM**

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

<b>Committee Member</b>	<b>Present</b>	<b>Absent</b>
Hope Gawlick, Chair	X	
Kimberly Hewitt	X	
Jed Wallace		X



**III. CELEBRATIONS**

- KH - Great closing breakfast, lots of genuine celebration of each other.**
- HG - Aichele, Gately & Haley chaperoned 2 trips, so engaged and level of commitment.**
- JE - So much happens at the end of the year, very powerful, creativity comes out.**
- JW - Strong advocates winning important issues for charter schools.**
- SK - 8th grade promotion, got to present certificate to my child.**
- AW - S3 student**

**IV. COMMITTEE UPDATES**

- HG -**
- Charter Impact - Alpha version of strat plan is done. A year out from Charter Renewal**
- Finance - Finance work is on tonight's agenda**
- Development - Workshop planned to work on website and goals.**

**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 May 10, 2018 meeting.

Motion:	<b>KH</b>	Action:	<b>Passed</b>
Second:	<b>HG</b>	Vote:	<b>Yes - 3</b>
<b>HG</b>	<b>KH</b>	<b>JW</b>	
<b>Y</b>	<b>Y</b>	<b>Y</b>	



## VII. DISCUSSION ITEMS

- A. 2018/19 Governance Calendar and Committee Goals  
JE - reviews Governance committee goals.

### Goal # 1

Continue matrix update: The Governance Committee will create a process by which the Digital Evidence Matrix will be reviewed and updated regularly. Outcome will ensure that policies are on a regular timeline for review.

HG - Makes sense to continue into the 18-19 school year.

JE - Needs to be formalized in some way.

HG - Good item to include in the charter.

### Goal #2

The Governance Committee will develop an annual calendar that helps to create accountability for the board as well as committees.

JW - Suggests change of “develop” to refine

### Goal #3

The Governance Committee will continue to assist in the recruitment process for committee and board seats.

HG - Continue

JE - Is it time to include a high school expansion

SK - Policy revisions to include high school needs

JE - 2 full cycles of work

HG - Do we add a 4th goal of creating a high school?

Conversation around benefits of material revise of charter or stand alone high school Charter.

JE - Need to work on defining what our program looks like.

JW - Would the Impact Committee look at site?

JE - No Governance would as part of our FUA

## VIII. FUTURE AGENDA ITEMS

## IX. REFLECTION

### Plus

**KH - Discussion of Goal #4**

**HG - Discussion of charter path**

**JE - Appreciate Jed's expertise**

**JW - High School feels closer**

### Minus

**KH - Not knowing the details**

**HG - It's June**

**JE - Ditto KH**

**JW - High**



**Delta**

**HG - Knows what we're looking for not need to go look**

**JE - Bring back more from Impact**

**JW - More info on facilities, need more knowledge re: Natomas**

**KH - Next person should come prepared with facility options**

**X. ADJOURNMENT AT 6:27 PM**