

**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Board Meeting, BASE Room
January 7, 6:30 pm
3800 Del Paso Rd, Sacramento, CA 95834**

**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."
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. OPENING

A. CALL TO ORDER AT 6:35

B. ROLL CALL AND ESTABLISHMENT OF QUORUM:

		Present	absent
1.	Cliff Blakely	<u> X </u>	<u> </u>
2.	Howard Chan	<u> </u>	<u> X </u>
3.	Phil Nanni	<u> X </u>	<u> </u>
4.	Jules Tran	<u> </u>	<u> X </u>
5.	Stefanie Cruz	<u> X </u>	<u> </u>
6.	Jason Spence	<u> X </u>	<u> </u>
7.	Michelle Acquisto	<u> X </u>	<u> </u>
8.	Michelle Ellis	<u> X </u>	<u> X </u>
9.	Carrie Lopes	<u> X </u>	<u> </u>

II. PUBLIC SESSION

A. BOARD COMMENTS

ME - Thanks Scott Dosick for setting up parent patrol

MA - Thanks also to all of the families who participated

- B. 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 or for those that are on the agenda. These presentations are limited to three (3) minutes per presentation and the total time allotted for non-agenda items will not exceed fifteen (15) minutes. Members of the public may speak on agenda items during the time when the item is addressed by the Board. **AUDIENCE/VISITORS PUBLIC DISCUSSION** – 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 requested 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.)

C. REPORTS

1. WAVE – Paul Hobie

2010 is going to be our brightest year yet and we need your help.

Prom Night 1988 ticket sales are underway – roughly \$2000 in ticket sales were reported prior to the holiday break. With only 6 weeks remaining, the push to sell tickets will begin next week. I have been told there is a planned date to put Mr. Capp on the roof until a certain number of tickets are sold – this will be televised by Good Day Sacramento. A radio spot is planned as well as an advertisement published in N Magazine.

During the holiday break, WCS was patrolled, monitored and protected from possible break-ins by our parents. The WCS parent patrol was formed to augment the security patrol provided by Monument Security, and I'd say I'd rather have our parents protecting my school! Monument is charged with patrolling both the WCS and NP3 campuses but none of our parents observed them driving through the WCS parking lot during the holiday break. WAVE purchased \$300 dollars worth of motion sensing security spotlights and installed them outside several classrooms.

WAVE has helped to organize two community outreach events to help spread the word about WCS. Last weekend several parent volunteers manned tables outside Save Mart Supermarket in South Natomas. Another outreach event will be held this weekend outside La Superior market on Northgate Boulevard. Thanks to all who have contributed to the outreach effort.

If anyone is interested in a position on the WAVE board, we will be forming a nomination committee at our next couple meetings beginning with the meeting on Monday, January 11.

Our next family night out event will be held at Mountain Mike's Pizza on January 20.

USE Credit Union will be at school on January 21

CB – adding the motion lights were huge. Special thanks to Scott Williams for the community outreach efforts.

2. Principal's Report – Bob Capp

Welcome back and Happy New Year! We started back this week and all is going well. The Charter Renewal gets underway next Wednesday at 6:45pm in the Natomas Unified School District Office. It will be the first reading and we don't expect much if any comments to be made at that time. I've met several times with Assistant Superintendent John Christ, Assistant Superintendent Mike Cannon and Director of Educational Services Howard Kornblum and will continue to meet to finalize the details of the Memorandum of Understanding (MOU) and the 2010-2011 Fee Structure. As more information becomes available, I will let you know. The approval of our five-year charter will occur on February 10th at Natomas Unified School District Office at 6:45pm. There is no indication at this time that there will be any problems encountered at either of the board meetings and I have been assured by Dr. Davie, NUSD Interim Superintendent, that he expects the Charter Renewal to be a non-issue and passage will be swift on February 10. I will report back at our February 4th meeting the results of the January NUSD Board meeting. You will hear later from Scott Dosick the success of our Parent Patrol over the holidays and of the parking lot striping, security lighting fencing and pending security cameras. I must commend Scott for his tireless efforts on behalf of WCS. On a related note, our computer lab is operational again with a new Motion Detector installed and all of the computers cabled together and to the tables in the lab. We're encouraged with the increased security that this will be the end of our problems of theft from the lab. The first of two formal observations of our teaching staff have been completed and we have begun the second round of formal observations. Those two formal observations, coupled with many informal observations and a goal setting conference will assist us in putting together the Summary Evaluation which will be completed by May 16th and delivered to the employee by that date with a Summary Evaluation conference to occur by June 16th. It has been a good process to follow and the results are revealing and rewarding.

3. Curriculum – Kate Burwinkel

During the month of December, students visited "countries" around the world to learn about winter traditions and holidays. Students made souvenirs along the way and took home a portfolio at the end of their travels.

Fifth Grade hosted our Character Trait Assembly this morning. They focused their efforts on the traits: Caring and Compassion.

Articulation Wednesdays:

- a. December 9th- Vertical Articulation (cross-grade level planning)

All grades: follow-up conversation

- b. December 16th- GATE Cluster Teacher Collaboration

December 11th, 12th, and 13th we had a fundraiser at Barnes and Noble Natomas. In addition to all the support that WAVE gives us at each fundraiser, teachers and staff volunteered to host games, crafts, and Spanish story reading. The students had a blast, and we raised \$1200 towards the purchase of books and curriculum materials from Barnes and Noble!

On December 16th, we had an assembly "Choose Character over Bullying" Pantomimer: Cary Trivanovich performed and shared his experience with being bullied as a child. You can view more information about the assembly (and even watch part of his performance) at

www.bullyingassembly.com

The Winter Session of NWEA testing kicks off on January 25th and runs through February 12th.

Progress Reports will be going home on January 22nd.

4. BASE – Debbie Wilson

	December	November
Average Attendance	A.M. -14 Wed P.M. - 58 Other days - 41	A.M. – 12 Wed P.M. - 61 Other days – 41(2 min days)
# hours service provided	~1672 hours (20 days)	~1500 hours (18 days)
Gross receipts Rec'd during month	Total :\$8669.40	Total: \$8216.60
Staffing – 1.31 FTE		

Winter break – continued Holidays around the world theme and we had a pancake breakfast. Base was open 3 days each week with an average daily attendance of 18.

After school enrichment program

- A. Mad Science –new session begins 2/1
- B. KidzArt – Have enough for 2 classes (25 students) next session begins 1/19
- C. Ed2Net – soliciting interest, new groups after Winter break
- D. After school tutoring (Intervention) Classes M,T,Th,F

CL – Outstanding payment collections?

DW – We have started collecting, Mr. Capp and I have been talking about this issue. We have the option to charge late fee's. Most people pay as when they are notified.

CB – Is there a reason why there is such a disparity in supplies month to month.

DW – September shows some left over summer expenses. We order snack about every 5 weeks depending on how quickly we go through them. When looking at the budget for next year I would average about 750 each month.

- 5. Finance– Ana Barillas-Mendez
Financial report is on file.
- 6. Facilities – Scott Dosick

III. CLOSED SESSION @7:20

The meeting will now convene to closed session to discuss the following matters .

- A. Public employee performance evaluation
Title: Executive Director/Principal

Reconvene at 7:54

Action taken: determined format for principal eval. and formed sub committee

IV. ITEMS SCHEDULED FOR ACTION:

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 Trustees, 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 December board meeting

B. Accept monetary donations

CB - move item B out of consent

Removed to present check from Wells Fargo in the amount of 2000.00

Motion: SC JS	Action: Approved
Second: PN CL	Vote: Unanimous

ACTION ITEMS - REGULAR AGENDA

A. Accept and approve proposed 2010-2011 academic calendar

T. Chatters - love it

BC - The draft was posted on the website and we received 1 comment asking for clarification on a date which was addressed.

Motion: PN	Action: Approved
Second: MA	Vote: Unanimous

B. Accept and approve proposed Strategic Plan Update

PN - Put together processes in use to keep us on track with the strategic plan. Thanks to everyone who participated in the meeting it is a valuable tool.

Motion: SC	Action: Approved
Second: CL	Vote: Unanimous

IV. Discussion Items:

Transportation for 2010-2011 school year

BC - John Christ is certain transportation will be discontinued except for special services. 33% of encroachment to exceed 55K to continue busing. 25 - 30 students affected. Need to get a sense of the board for meeting with Mr. Christ. I recommend adopting the "Dosick" plan. It's a very high cost for the number of students using the bus program.

S. Dosick - explains carpool program

P. Coleman - do we know where the students live who are using the bus program?

CB - Communication/survey going home?

BC - Yes we have sent letters home to the students currently taking the bus and I will send Connect Ed and talk about it at the next Town Hall

CB - The expense is huge, can't see spending that in this budget situation

Let's add it as an action item for next month.

Discussion of proposed form 990 policies

BC - SY&M drafted proposed compensation policy. My recommendation is that the board review them this month and adopt them next month.

CB – Use of data comp compensation – add to end of sentence, geo. Limits ie. Sacramento Valley. Go ahead and make that change and we can vote on them next month.

V. FUTURE AGENDA ITEMS

Transportation

Class size (discussion) *Ana to update class size reduction reports

990 policy adoptions (action)

CB – March board elections – start getting the word out. 2 parent open, 1 community member.

BC – distributes auditors report for Ana. Pg 38 summary. Can be posted on web.

VI. ADJORNMENT @ 8:35