

**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Board Meeting, BASE Room
March 4 2010, 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 6:36 PM

ROLL CALL AND ESTABLISHMENT OF QUORUM:

			Present	absent
1.	Cliff Blakely	Y Y Y	<u> X </u>	_____
2.	Howard Chan	Y Y Y	<u> X </u>	_____
3.	Phil Nanni	Y Y Y	<u> X </u>	_____
4.	Jules Tran	Y Y Y	<u> X </u>	_____
5.	Stefanie Cruz	Y Y Y	<u> X </u>	_____
6.	Jason Spence	Y Y Y	_____	<u> X </u> (6:38)
7.	Michelle Acquisto	Y Y Y	_____	<u> X </u> (6:46)
8.	Michelle Ellis	Y Y Y	<u> X </u>	_____
9.	Carrie Lopes	Y Y Y	<u> X </u>	_____

II. PUBLIC SESSION

A. BOARD COMMENTS

- 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.)

Ryan Hursch introduces himself candidate for NUSD board

C. REPORTS

1. WAVE – Paul Hobie

CB – Thanks Phil, Michelle and Stephanie for their support and guidance.

CB – also concerned about WAVE elections. If you have given any thought to running please consider running. The WAVE is a very important piece of the school they are the third arm of governance.

2. Principal's Report – Bob Capp

As I write this report, I think back to February 10th when many of us were at the Natomas High School Theater listening and waiting to speak at the monthly NUSD board meeting. While the speakers talked to the board about school closure, and the associated angst that that situation reveals, I was preparing, once again, to be able to answer any question regarding our Charter Renewal. I had my binder opened and tabbed for most any question or challenge that the NUSD board members may have for me. When the agenda came to the approval of the charter, one NUSD board member spoke for about 30 seconds, and then made a motion to approve and seconds later it was over – without comment. Thanks to the efforts of this board, Lisa Corr, Kate Burwinkel, Debbie Hightower, Christina Thorall, Peter Skipper, Yoovana Hernandez and Aimee Wells the charter passed easily. A huge debt of gratitude is owed to all for their support and wisdom during the process.

Now with the charter renewal over for the next five years, there are many other things that will move to the forefront of our efforts. Several of which I'll mention here. At our April 15th board meeting, I will bring forth my recommendation for any budget mitigation that will be indicated by an ending balance shortfall. To assist me in that recommendation, I am working with the school leadership committee (Kate, Debbie, Christina, Peter and Yoovana) as well Cliff Blakely and Elizabeth Williams.

Next Monday evening beginning at 5pm WCS will hold the annual lottery for new student enrollment. Our staff has prepared for this event and we are excited for its arrival. Feel free to drop by for the festivities.

We have scheduled our next Town Hall meeting for incoming WCS parents on March 25th at 5:30pm in our multi-purpose room. At that meeting, we will explain the procedures of WCS, the culture, the new Scott Dosick **memorial** carpool map and plan, and other general information regarding kinder. We'll also open it up for Q and A and we'll accept their completed registration packet.

We're also working on our facilities plan for the near and more distant future. I've requested a meeting with Assistant Superintendent Mike Cannon to discuss that matter. I've also invited Scott Dosick, Cliff Blakely and Luisa Park (Gonos & Park facilities specialists). Our planning will include the needs for next year and for years to come. We'll also discuss the district's newly proposed standard for elementary schools (K - 6) and how that may effect WCS.

March is classified staff evaluation month. Each classified employee is in the process of being evaluated by his or her immediate supervisor. The evaluation document is attached.

Finally, we are in the process of evaluating the needs that we have in intervention. Kate will explain in a few moments the scores and process that we are using to fulfill our intervention needs. Please pay close attention to the graphs she has and how our students have grown this year, especially the students scoring in the Far Below Basic and Below Basic categories.

3. Curriculum – Kate Burwinkel

Conferences and Report Card distribution (scheduled next week).

We are working to create class lists for after school intervention 3rd Trimester (based on the most recent NWEA data). We are also re-evaluating student needs for Wednesday tutoring. All students who scored Far Below Basic or Below Basic will be invited.

Student Council hosted our Character Trait Assembly on Tuesday. This month's trait is: Self-Esteem and Pride. We also welcomed Panda Express during our assembly to share about the Chinese New Year. They donated food to all students in 2nd-5th grade.

Articulation Wednesdays:

- a. Feburary 3rd- Emergency Sub Plans
- b. February 10th- Updated Responsive Classroom Professional Development- "Power of Teacher's Words"
- c. February 24th- Data Analysis (NWEA and CST data)

Data Analysis (NWEA and CST)

A break in the reports is asked for to allow for the candidates to read their statements and to allow for the voting to begin. Lisa Corr explains rules for voting a First reading Scott Dosick, second Steve Korvink, third Elizabeth Williams (statements on file)

4. BASE – Debbie Wilson

Mad Science –new session begins 3/9

KidzArt – session ends 3/15; next session begins 4/19

After school tutoring (Intervention) Classes M,T,Th,F – will re-evaluate after current NWEA testing.

February break – open 3 days – average 22

We had a great time in February! Our enrichment activities included Groundhog Day, Valentine's Day, Chinese New Year (eating with chopsticks), and of course, our Presidents.

For our break week, we had a Winter Olympics theme. We celebrated by making our own torches and gold medals, and by having our own BASE winter pentathlon. The red and blue teams were awesome!

Our average attendance numbers remain stable. The receivables appear low because of the break week and because our office manager was busy organizing the lottery. ☺ We are also planning to begin charging a late fee for accounts that are not paid up by the middle of the month. We plan to notify the parents this month, and apply the late fees as of the middle of April.

These will be 10% of the balance due or \$5, whichever is more. (The registration agreement provides for the charging of such fees)

Looking ahead, March will be fun with themes such as Dr. Seuss, mammals, Ireland, weather, and spring festivals. We will be open for both weeks of spring break from 7am – 6pm.

5. Finance– Ana Barillas-Mendez

CB – Table report and call for special meeting to approve before 3/15

6. Facilities – Scott Dosick

Bob reviews open work orders (on file)

III. CLOSED SESSION

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

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 February board meeting

B. Accept monetary donations

C. Accept and approve proposed contract renewal for Vicenti, Lloyd and Stutzman for 2010-2011 school year

Motion: HC	Action: Passed
Second:	Vote: Unanimous

ACTION ITEMS – REGULAR AGENDA

A. Lottery Appeal

Lisa Corr – explains process appeals process and the procedures for voting on appeal. Board has the ability to delegate to principal. Counsel does not make recommendation until after hearing from appealing family(s)

Bob – reports of appeal on behalf of employee seeking preference for student living with him.

Lisa Corr- certainly within the scope to delegate to principal

CB – comfortable with delegating to Bob for review and decision.

CB – Introduces Omar Staples and asks them to explain their appeal.
CB - Motion to delegate this issue to Bob and limit his decision as to whether or not there is sufficient proof of founding family status.

Motion: PN	Action: Passed
Second: CL	Vote: Unanimous

B. Community Representative board member appointment

CB – introduces Heather Garcia. Has not met other candidate.

PN – in the past a few board members have met with both candidates and come to the board with recommendation.

CB – reads statements.

LC – Charter renewal indicates the board members receive pref. in lottery. Because the lottery is on Monday and that lottery is under the guidance of the new charter.

Lanie Holmer – Was it a requirement that Dr. McNiel attend?

CB – It is not a requirement but she was notified. First we should decide if we should deal with the decision tonight. Anybody disagree? Hearing none any thoughts on how we should proceed.

SC –I think it's apparent with Ms. Garcia's effort that she is committed to serving.

PN – as a district employee is there a conflict for Ms. Garcia ?

JT – No

CB – Do we have too many educators on the board?

ME – I would like to motion to appoint Heather Garcia

Motion:ME	Action: Passed
Second: JS	Vote: Unanimous

IV. Discussion Items:

Custodial salary schedule/job description/cost analysis– Bob Capp

CB – What is the timeline?

BC – post the position April, hire in May starting in June.

CB – Action item for April

Parent rep board election – votes are tallied and results are Elizabeth Williams and Steven Korvink have been elected.

Suggestion for 4:30 on March 8th for special board meeting

V. FUTURE AGENDA ITEMS

Custodial salary/job description/cost analysis

VI. ADJORNMENT at 8:44