

**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL
Board Meeting, BASE Room
April 15, 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 6:34

ROLL CALL AND ESTABLISHMENT OF QUORUM:

				Present	absent
1.	Cliff Blakely	Y	Y	_X_	_____
2.	Howard Chan	Y	Y	_____	_X_(6:44)
3.	Elizabeth Williams	Y	Y	_X_	_____
4.	Jules Tran			_____	_X_
5.	Heather Garcia	Y	Y	_X_	_____
6.	Jason Spence	Y	Y	_____	_X_(6:44)
7.	Michelle Acquisto	Y	Y	_X_	_____
8.	Steven Korvink	Y	Y	_X_	_____
9.	Carrie Lopes	Y	Y	_X_	_____

II. PUBLIC SESSION

A. BOARD COMMENTS - None

- 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.)

None

C. REPORTS

1. Principal's Report – Bob Capp

This evening, I will bring forth my recommendation for budget mitigation that will be indicated by an ending balance shortfall. To assist me in that recommendation, I have had the pleasure of working with the school leadership committee as well Cliff Blakely and Elizabeth Williams and at our final meeting, Steve Korvink as well as budget specialist Ana Barillas-Mendez. On March 8th we held the annual lottery for new student enrollment. Our staff was well prepared for this event and for all that helped out that evening, a huge "Thank You" from the school and me personally. We pulled 559 chips that evening for 70 open slots, as you can imagine, most folks left unsatisfied at their personal results. We had our Town Hall meeting for incoming WCS parents on March 25th. At that meeting, we explained the procedures of WCS, the culture, the new Scott Dosick memorial carpool map and plan, and other general information regarding kinder. We also accepted their completed registration packet. We continue to work on our facilities plan for the near and more distant future. We've met twice with Assistant Superintendent Mike Cannon since our last meeting 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've also discussed the district's newly proposed standard for elementary schools (K – 6) and how that may affect WCS. Last month our second trimester parent-teacher conferences were held on three minimum days. I am pleased to provide you with the results of those conferences. We had scheduled 329 face-to-face parent conferences. Of those, 301 conferences actually took place and 5 were conducted by phone. We are still trying to track down the remaining conferees, and reschedule. Later this month we plan on advertising for the two teaching positions that will be open for next year. The positions are a result of opening of a new third grade class and the resignation of a fifth grade

teacher. There is still some movement among the teachers into different grade levels, so the exact grade level placements are yet to be determined.

CB – Having watched the lottery it was made to look seem-less and we know it wasn't so we thank you for the hard work.

SK – When do you anticipate beginning the hiring process?

BC – We plan to start in May.

Carol Moore – Would like to recommend that the board make the application for the lottery process more stringent.

Miroslava Chaves-Garcia -Some of my neighbors came away feeling misinformed. They left thinking there was no way they could have gotten in.

2. Curriculum – Kate Burwinkel

ROAR Club (Reaching Outstanding Academic Results) – formally known as after school intervention kicked off this past Monday. We have 4 sessions (Math and Language Arts for Primary and Intermediate grades). Each session occurs two days a week. We have 3 credentialed teachers instructing the sessions. On Thursday, April 22nd we are hosting several students from Turkey. The students are performing in a production at Natomas Charter School called ONE VOICE running from April 22nd-May 1st. Our students will have the opportunity to ask the Turkish students questions and learn about their school and culture. We have started the planning process for next year. I've collaborated with the teachers regarding curriculum purchases and adjustments to assessments/curriculum organization. I'm beginning to put together curriculum purchase orders for next year. I'm also working with several schools to schedule visits for our Spanish teachers. The schools have various types of Spanish programs and our teachers would like to learn about the curriculums being used. The visits will occur during our early release days.

Articulation Wednesdays:

- a. March 10th- School-wide grading of Writing Assessments/Grade Level Collaboration
- b. March 17th- 2nd Trimester Conferences
- c. April 14th- Thematic Unit Building (Grade Level Teams)
- d. April 21st- CST Test Training
-GATE Cluster Teacher Meeting
-Grade Level Collaboration
- e. April 28th- Hearing Training –Speech Pathologist
-Vertical Articulation between 5th grade and Natomas Charter School

3. BASE – Debbie Wilson

March was a very busy month! Our enrichment activities included Dr. Seuss, mammals, Ireland, and rain and rainbows.

For our first week of break, we had highlighted some spring festivals around the world. We designed kites, tasted matzo and haroset, made lilies and hunted for eggs. For the second week, our theme was inventor and inventions. Each day, we would learn about an invention and do a hands on activity to highlight it. Topics included basketball, airplanes,

playdoh, the printing press, k'nex and the ice cream cone. Naturally, we sampled ice cream in a cone to highlight that! Looking ahead, April themes will include bugs and insects, Earth week and our five senses. Planning for summer has begun, and I will have the information ready for the website by May 1.

CB – highlight of the summer program?

DW – Music, cooking, drama etc. putting the frame work together and hope to have it ready for publication by May 1st

HC – Revenue looks like we'll exceed budget?

DW – yes, I get the expense figures for salaries etc. from Ana.

HC – Great Job

SK – Did we have a summer program last year and what was the attendance like?

DW – we did, I came in during the middle of the summer but I think it was staggered because some kids would come during some weeks but not all.

4. WAVE – Paul Hobie

WAVE elections are being held this coming Monday, April 19 at 6:30pm. Three board positions are up for grabs; President, VP of Business and Finance and Treasurer.

Parent hours: 52% of our parents have less than 20 hours at this point – of those 125 families 53 have reported 0 hours. Hopefully the families reporting zero hours have just forgotten to turn in their hour reports. The full parent hour summary report has been sent to Mr. Capp for action. We're looking for volunteers to help with International Festival planning. Please contact myself or Cathy Nanni for further information.

Mark your calendars:

Build Green and Clean Day – Saturday April 17

Natomas Duck Pluck Festival – Saturday May 15

International Festival – Saturday June 5

HC – How do the parent hours compare to the same time period last year?

PH – Very similar.

MA – As a parent and a teacher I can say we underreport. Is there any way we can make reporting easier?

PH – There are some things, the problem is that the guys who do the webpage are also volunteers. It is something we are moving to.

MCG – Can they call it in?

PH – It's not feasible for large scale reporting. The disconnect

CL – Has there been any research on neighboring schools as to what they do? I do feel your frustration especially when you have so many people on the waitlist who would do 500 hours if their kids could get in.

MS – When there is a planned event – have a sign in sheet. That might be another way to help get hours recorded.

EW – Part of the reason we were able to get the Lowe's grant was because we were able to talk about our families volunteering. It helped us get that grant.

CM – I'm hoping you'll consider recognition for the families who have completed their hours.

5. Finance– Ana Barillas-Mendez – Report on file

HC- WAVE and BASE report a month behind? So these numbers are for March?

ABM – YES

SD – Which # is the ADA revenue?

ABM – lines 80 & 84

SD – The reason I ask is the budget proposal has a cut.

ABM – That 191 amount is reflected.

6. Facilities – Scott Dosick

EW – Would those portables give us more space?

SD – They can accommodate 30+ students

SK – No break-ins since the cameras were installed?

SD - Correct

III. CLOSED SESSION at 7:35

The meeting will now convene to closed session to discuss the following matter(s) .

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Subdivision (a) of Section 54956.9)

Name of case: 34-2010-00073043

Reconvene at 7:55

ACTION TAKEN – voted to give legal counsel authority to continue defense of this matter.

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 March board meetings

B. Accept monetary donations

C. Accept and approve NWEA renewal

CB – recognizes parent contribution from Robert Lucas

Motion: SK

Action:

Second:

Vote:

D. Accept and approve Executive Director's recommendation for budget solvency

BC – reviews board brief. Talks about history of discussions referring to minutes from June, July and August minutes. Talks about committee meetings, and input received from members in addition to Ana Barrilas-Mendez. This is not a new topic but has been discussed many times since Bob's coming to Westlake. Reviews budget shortfall anticipated in 2011-2012 school year.

HC – ADA revenue at 96% but the reality is less which makes the bottom line even less

BC – 97% is closer to average I'd like to see us closer to 98%

HC – proposing increasing 2010-2011 school year?

BC – Yes to prepare us for 2011-2012 problem

SK - Salary freezes - how do we compare to other districts?

BC - reviews current salary schedule structure and salary comparison. 10 - 12K less than NUSD each year. Freezing that schedule would do more harm.

HC - What does the \$ if we freeze

CB - 3% or about 30K

SK - So freeze would not help that much

BC - It will get us part way but not enough

HC - What was the freeze discussion

BC - It was mostly me, not a lot of teacher conversation. More conversation about layoffs in the specialty and not wanting to do that

CB - benefits to increasing in 4th and 5th.

BC - Upper grade teachers prefer even numbers. Reviewed with staff on Wednesday.

Read into meeting comments from Caroline Cathey.

MA - I agree with Caroline's comments, we have a lot of confidence in Mr. Capp's recommendations.

CB - Any questions as to the numbers?

SK - Do we know what NUSD

Lisa Kaplan - we are 30 -1

CB - Any questions as to the execution?

BC - Need to be good citizens and appreciate the impact on NUSD.

CB - Elizabeth can you please talk about a preschool option

EW - reviews preschool proposal. To continue with investigating we should form a committee like we did with BASE

MA - I'd like to see it turn into Pre-K program. Worth investigating.

CB - salary freezes budget for 3% salary classification increases.

CL - Teachers are still negotiating step and column freeze. Possible 6 furlough days for 1 year and then back to negotiations.

CB - Ana NCS?

ABM - we are freezing step and column for next 2 -3 years and increasing class size as well.

Carol Moore - parent - Actually an 8 child increase in 4th grade. Huge cultural change that impacts the teachers. I hope if you vote for this increase you offer more support to the 4th grade teachers. BC mentioned reviewing it next year. I would like you to review it in Dec/ Jan before the lottery.

Scott Dosick - parent - Commend BC. NUSD looks three years out and it's great that you are as well. I don't think this impact to NUSD will hurt them too bad. Good to see some teacher support. Thank the teachers for being partners in this process.

Paris Coleman - parent - Speaking for Lisa Kaplan - thanks for your words and consideration of NUSD impact. As a parent of a child who will be impacted by the proposed increase - the kids are flexible. The way it's presented shows a lot of thought.

CM - There's a school in Monterey that calls on each family to financially contribute.

Maria Solis - parent - Glad to see no pay freezes for the teachers already think they are way underpaid. I have no issues with adding 3 additional

students. I understand Mrs. Moore's comments but I personally know 4 of the new students this year and the kids are great and so are the parents. If the teachers are supporting it I stand behind them. It's great to see the commitment

CM - Do BASE profits go into the general fund?

CB - Yes

BC - Possible reallocation of aid time to assist those 4 teachers.

Carrie Lopes - Motion to accept recommend

Motion: CL	Action: unanimous
Second: SK	Vote: 8-0

E. Accept and approve custodial job description/salary schedule/proposal

BC - reviews board brief/proposal

Howard Chan - Motion to accept and approve custodial job description/salary schedule/proposal.

Motion: HC	Action: unanimous
Second: MA	Vote: 8-0

V. DISCUSSION ITEMS:

Summer programs

Final review of the 990 tax return - Ana Barillas-Mendez

VI. FUTURE AGENDA ITEMS:

PRESCHOOL PROPOSAL - DISCUSSION, COMMITTEE

3rd INTERIM BUDGET - ACTION

VII. ADJOURNMENT AT 9:14