

**BOARD MEETING
BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

**June 3, 2008
Westlake Charter School
3700 Del Paso Road
Sacramento, CA 95834**

7:00 PM Board Meeting in Room N5

**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. Blue "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications."
3. "Oral Communications" 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 blue 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 agendaized 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

B. ROLL CALL AND ESTABLISHMENT OF QUORUM:

		present	absent
1.	Paris Coleman	_X_	_____
2.	Ting Sun	_X (late)_	_____
3.	Debbie Hightower	_X (late)_	_____
4.	Phil Nanni	_X (late)_	_____
5.	Gretchen Hanson	_____	_X_
6.	Teri Burns	_X_	_____
7.	Monica Anderson	_X_	_____
8.	Christina Thorall	_X_	_____

Meeting was called to order at 7:05 PM by Board President Paris Coleman. Since three

Board members had not yet arrived, Paris moved the Closed Session back on the agenda to follow the Public Session.

II. PUBLIC SESSION

C) BOARD COMMENTS

MA addressed Westlake's identification of GATE students and the school's focus on differentiated curriculum. Five students in first grade were identified as GATE and may be changing schools. Westlake needs to have a plan in place for GATE so the school does not lose the high achievers. She spoke to Howard Kornbloom at NUSD and there is a training for teachers in August on differentiated curriculum covering both intervention and GATE. She would like to pursue the possibility of having a GATE cluster at Westlake to address the needs of that population.

D) PUBLIC COMMENTS - None

E) REPORTS

1. NWEA Report – Kate Burwinkel

Kate gave a thorough presentation of current NWEA test results and data that is available for each class and each student. Data provided can be used to help both the student and the teacher, can compare to other schools in the nation, provide goals for each student, project scores on state tests, identify areas of strength and weakness. Data will be compiled and tracked as the student progresses. Please email Kate if you have questions. TS requested a concise compilation of data by grade level.

2. WAVE Report – Peggy McAllister

International Festival was a huge success with 300 attendees, 150 volunteers and over \$1500 raised!

June 7 – Night in Natomas, 6:00 PM

June 14 – Leadership Workshop – training and transferring officers. Still need a President and Fundraising Chairperson

June 17 – Last WAVE meeting of the year

June 18 – Family Night out at Coldstone Creamery

September 19 – Golf Tournament chaired by Phil Nanni

3. Financial Report – Jodi Retzloff

Jodi projects Westlake will come in under budget for this year. She submitted revised paperwork showing CSR funding deferred until April (from fall and early winter); July apportionments deferred to December. Next year, cash flow should be fine. Her projections for the next two years assume the same level of staffing, not an “enriched” program. No COLA increases until 2011. \$200,000 in cash flow must be maintained. Jodi used conservative budget assumptions, ie. ADA 75%

1) Accept Financial Report

Motion: TB	Action: Approve
Second: TS	Vote: 5 Yes; 0 no; 0 abstain

2) Approve 2008-09 Budget

Motion: TB
Second: PC

Action:
Vote: 6 Yes; 0 no; 1 Abstain

4. Principal's Report – written report submitted

TB questioned the verbiage on the Behavior agreement – will it be the same for the parent and the student? Regarding curriculum, MA suggested piloting different programs before choosing one. TS recommended a Board workshop regarding Westlake's unique curriculum.

5. Facilities Grant Update

Westlake has been granted \$1,675,000!! Thanks to Charlie Leo and Hancock, Gonos and Park Consultants. Half of the amount will be cash, and half is a loan. No repayment on the loan until the project is complete. Christine would like to contract with Hancock, Gonos and Park to plan and procure the grant. PN suggested permanent bike racks for the parking lot.

The meeting will now convene to closed session to discuss the following matters described in Section II.

II. CLOSED SESSION – Convened at 8:10 PM

Principal Evaluation

A) RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at 9:38 PM.

B) PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION, IF ANY

No action taken.

(At this point TS and DH departed.)

IV. ITEMS SCHEDULED FOR ACTION:

A) Approve Minutes for May

Motion: TB
Second: MA

Action: Approve
Vote: 5 Yes; 0 no; 0 abstain

B) Approve Parent Hours Buy Back Policy

Motion: PN
Second: TB

Action: No vote
Vote:

Discussion ensued following the motion. Lisa Corr as Legal Counsel does not believe it is legal to dis-enroll children because their parent failed to meet a requirement. That is unfairly punishing the child. Also, when NUSD approved the Westlake Charter in 2005, they specifically asked that there be no parent participation requirement, as they felt it would affect the school's demographics. Consequently, our current Charter document does not require parent hours. Furthermore, when the required hours have a monetary equivalent, the legality is even less likely to be upheld. There is currently no test-case for this matter, as it has never been legally challenged.

Further discussion regarding other punitive measures. Dis-enrolling is seen as a last resort.

Questions as to who can buy hours, and whether or not friends, as opposed to family, can complete hours.

Public Comment: Peggy McAllister had two points: some parents have no email and are not getting communication regarding opportunities to help; and many of the families short on hours are from the upper grades who came to Westlake as overflow from other schools and never really bought into the whole parent hours requirement – communicate the expectation early in Kindergarten.

TB suggested changing the wording from “requires” to “expects” and from “will” to “may”. Principal Smith pointed out that the draft policy has not been posted on the website for review.

In light of the above, PN rescinded his motion and TB seconded. The policy will be revised and put on the website for comment and brought back for a vote at the next regular Board meeting.

C) Approve Retention Policy

Motion: TB	Action: Fail; no quorum
Second: CT	Vote: 4 Yes; 0 no; 1 abstain

Principal Smith explained this policy was created using the NUSD’s policy with templates from SMYM. The retention would follow the child to another school.

D) Board Elections – Elect Community Member Stefanie Cruz

Motion: TB	Action: Call due to incomplete vote
Second: PC	Vote: 4 yes; 0 no; 0 abstain; 1 decline to vote

MA declined to vote due to lack on information about the candidate. Ms. Cruz’s bio is online on Good Day Sacramento’s website. She has written a book on whales and is on the Board of an organization for displaced mothers. Publicity and fundraising are her strengths. PN feels having media access could be a wonderful opportunity for Westlake. Principal Smith spoke with her and feels she is committed to education.

Public Comment – Lisa Corr has met the candidate, who donated an auction item. She feels Ms. Cruz, as a Community member, would bring in outside interest to the Board and be an asset.

After hearing more about the candidate, MA voted “yes”; PC lifted the call; vote: 5 yes. Motion approved.

V. ITEMS SCHEDULED FOR CONSENT

A. Curriculum Items

List of items presented totaling \$55,800

Motion to approve the Curriculum items.

Motion: PC	Action: Approve
Second: TB	Vote: Substitute Prior Roll Call

President Coleman announced tabling the remaining items on the agenda.

Spanish instructor Yoovana Hernandez requested that the Board establish a norm for the number of classes a day that teachers at Westlake should teach. Last year she saw 160 students/day in eight sessions; this year she is seeing seven classes a day. The norm in most schools is five classes a day – and that is the number of sessions of Spanish at the International School of Monterey. As WCS grows, there needs to be a clear vision of the impact that growth has on the PE, art and Spanish programs. Ms. Hernandez’s focus is on quality teaching.

VI. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE - tabled

- A. Spanish Schedule**
- B. Library Materials Update**
- C. Parking lot – Blackbird Park**

VII. FUTURE AGENDA ITEMS

- Parent Participation Policy**
- Retention Policy**
- Spanish Schedule**
- Library materials update**
- Parking lot – Blackbird Park**

VIII. ADJORNMENT

The meeting was adjourned at 10:33 PM.

Next regular Board meeting will be August 12, 2008.

PC would like a Board workshop in mid to late July focusing on administration.

Respectfully Submitted,

Sherri Inenaga, Operations Manager