

**BOARD MEETING
 BOARD OF DIRECTORS
 WESTLAKE CHARTER SCHOOL
 Board Meeting Room W3
 August 12, 2008
 7:00 pm
 3700 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 agendaed 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

The meeting was called to order at 7:03 PM by President Paris Coleman.

B. ROLL CALL AND ESTABLISHMENT OF QUORUM:

		present	absent
1.	Paris Coleman	___X___	_____
2.	Ting Sun	_____	___X___
3.	Phil Nanni	___X___	_____
4.	Gretchen Hanson	___X___	_____
5.	Teri Burns	___X___	_____ (arrived 7:30)
6.	Monica Anderson	___X___	_____
7.	Stephanie Cruz	___X___	_____
8.	Christina Thorall	___X___	_____
9.	Peter Skipper	_____	___X___

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

II. CLOSED SESSION - none

III. PUBLIC SESSION

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

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

C) BOARD COMMENTS - None

D) PUBLIC COMMENTS - None

E) REPORTS

1. Financial Report

Ana Barillas-Mendez was not present at the time

2. WAVE Report

New WAVE President Aimee Wells reported that WAVE raised over \$72,500 last year and has exciting plans for the coming year.

3. Principal's Report – written report submitted by Christine Smith

IV. ITEMS SCHEDULED FOR ACTION:

A) Approve June Meeting minutes

Motion: PN

Action: Approve

Second: GH

Vote: 5 yes; 0 no; 1 abstain

Note: SC not a Board member at the time of this meeting; TB absent at the time of the vote

B) Approve June Special Meeting minutes

Motion: PN

Action: Approve

Second: CT

Vote: 6 yes; 0 no; 0 abstain

Note: TB absent at the time of the vote

C) Parent Hours Policy – no approval in June

Motion: TB

Action: Approve

Second: PC

Vote: 7 yes; 0 no; 0 abstain

MA hopes that the contact with families not meeting their hours is more an invitation to participate rather than a reprimand. Paul Hobie commented that this falls under his scope in WAVE and he will make sure families are informed of many opportunities to contribute.

D) Retention Policy

Motion: TB

Action: Approve

Second: MA

Vote: 7 yes; 0 no; 0 abstain

E) Approve Professional Development with Innovative Learning Solutions - \$3500

This will cover Smart Centers, multiple levels of intelligence, multiple learning styles, guided reading. Expense will be taken from the budget line for “consultation”.

Motion: TB
Second: PN

Action: Approve
Vote: Substitute prior roll call

F) Approve hiring of Instructional Assts

Full time aide position cut, 3 – 6 hour positions, 2 – 4 hour positions

Motion: TB
Second: MA

Action: Approve
Vote: Substitute prior roll call

At this time Paris introduced Ana Barillas-Mendez, our new financial director. Jodi Retzloff has taken another position. Ana worked with Jodi for three years. Ana explained that she is still closing last year’s budget and starting the new year, so there is no financial report at this time. The 08-09 budget was made very conservatively so Westlake should be fine regardless of state budget reductions. In September, she should have the July actuals and the final numbers for the 07-08 term.

V. INFORMATION ITEMS

A. Facilities

Principal Smith reported that 4 portable classrooms are coming tomorrow as well as the furniture. Electricity should be hooked up by 8/20. Plumbing may possibly be installed over winter break. Parking lot is to be re-stripped and handicapped spots moved. She looked into options for portable sinks – which route to go depends on how soon plumbing can be installed.

PC moved to spend up to \$5000 for portable sinks. TB suggested leasing for a shorter term within the amount Christine is permitted to spend without Board approval. Motion withdrawn.

PN is still concerned with safety of the parking lot and pick-up/drop off. He would like to see gates and sidewalks installed and also the playground area improved/expanded. He urged Christine to meet with Mike Cannon of NUSD to find a prompt resolution.

VI. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE

A. Library Materials Update

Principal Smith reported there are 779 books in the library. 650 were purchased from Follett.

B. Parking lot – Blackbird Park

Phil Nanni reported there is no movement on this due to Jodi Retzloff leaving. Financial information is needed to proceed with the possibility of purchasing land.

C. GATE program Dis-enrollments

Principal Smith reported seven students have left Westlake for the GATE program at Bannon Creek. Paris is concerned with the loss of accelerated students. In the short term, he would like a report from Kate Burwinkel, Curriculum Coordinator on what Westlake can do to meet the needs of and challenge gifted students.

TB reiterated that differentiated instruction helps ALL students and teachers need training. Professional development should be at the core of what we do and part of the strategic plan.

MA has spoken at length with NUSD regarding this issue. Someone needs to look at flexibility in the schedule and explore options for the GATE students. Regarding funding, TB explained that allocation of funds is based on a percentage of students and it is part of the charter block grant, so Westlake does not get specific funds for GATE students.

Discussion as to what constitutes a GATE student. Schools are not obligated or mandated to serve high achievers. Again, PC reiterated he would like a monthly report from Kate regarding curriculum.

Public comments included discussion of Bannon creek, input from a parent who preferred Westlake's curriculum and philosophy as opposed to the pressure and busy work of the GATE program, and regret from a founding parent who decided to pull her GATE student – despite having no Spanish, art or PE at Bannon Creek - and feels strongly that Westlake needs to serve GATE kids.

D. Board Positions

Two students who left are Monica Anderson's. Since she no longer has students at Westlake, per the by-laws, her term is over. PC urged everyone to consider the open Board position. The new member will be appointed/approved by the Board – no election process.

Public comment – Sally Alden asked that the by-laws be checked- she hates to see Monica leave her Board position. She thought founding parents could be Board members even if they don't have kids attending.

E. 4th R/4th R MOU

4th R is an independent program run by the City of Sacramento. Jennifer Frohleich has headed the program since Westlake began. Many parents are unhappy with recent decisions by 4th R to change the leadership at Westlake.

Public comments – Nine parents commented on various incidents and issues with 4th R.

PN recalled looking into starting our own before/after school programs. Last year a similar issue with 4th R leadership came up and it was resolved, so the idea of starting our own program was dropped. Aside from that, the timing was poor and Westlake was overwhelmed – no time to devote to this project. Christine recalled Jodi did run some numbers and that it would be a break-even endeavor. Liability is a concern, would need a director, etc.

PN – Christine needs to set up a meeting with 4th R administration and the Board. TB recommended continuing to look at other options; continue to discuss this issue at the next meeting.

VII. FUTURE AGENDA ITEMS

Employee Handbook

Independent Study Policy

Board position – new member

Board secretary?

Curriculum update from Kate

4th R status and options

VIII. ADJORNMENT

The meeting was adjourned at 9:07 PM.

Next meeting, September 2, 7:00 PM