

**BOARD MEETING
 BOARD OF DIRECTORS
 WESTLAKE CHARTER SCHOOL
 Board Meeting Room W3
 September 2, 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

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___	_____
6.	Stefanie Cruz	___X___	_____
7.	Christina Thorall	___X___	_____
8.	Peter Skipper	___X___	_____

The meeting was called to order by President Coleman at 7:02 PM.

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

II. CLOSED SESSION – moved to the end of the meeting

Employee review/evaluation

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

Paris attended an informative NUSD workshop regarding facilities

D) PUBLIC COMMENTS - None

E) REPORTS

1. Financial Report – Jodi Retzloff

Jodi presented her last Board report. The June YTD actual were not finalized because NUSD is still making final calculations. She expects higher than projected costs from the district.

WAVE fundraising helped tremendously with \$58,000 for the year.

District fees for the August actual may also need to be increased.

Jodi cautioned that if Westlake is 2-3 students short on enrollment, this could cause a \$30,000-40,000 deficit by the end of the year. It will be a lean year – still waiting for state budget numbers.

2. WAVE Report – None

3. Curriculum Report – Kate Burwinkel – written report submitted

4. Principal’s Report – Christine Smith – written report submitted

TB asked about enrollment numbers. There are still 3 openings at 2nd grade, 2 at 4th and one at 5th.

PN contacted Ray Tretheway’s office regarding the parking situation. GH also said NUSD is looking at the issue.

TS requested an update for next month on WASC accreditation, which is required for Westlake.

IV. ITEMS SCHEDULED FOR ACTION:

A) Approve August Meeting minutes

Motion: TB
Second: GH

Action: Approve
Vote: 6 Yes, 0 No, 2 Abstain

B) Approve Independent Study Policy – addition of the line “Independent Study will not be offered during the last month of the school term.”

Motion: TB
Second: PC

Action: Approve
Vote: 8 Yes, 0 No, 0 Abstain

C) Approve Employee Handbook – minor changes

Motion: TB
Second: GH

Action: Approve
Vote: Substitute Prior Roll Call

D) Appoint new member of the Board – move to table this item until next month

Motion: TB
Second: PN

Action: Approve
Vote: Substitute Prior Roll Call

Public Comment: Robyn Rose asked that the Board consider Michelle Ellis.

V. INFORMATION/DISCUSSION ITEMS

A. Facilities

PN asked for a timetable for the sidewalk on the west end of campus. This is scheduled for Thanksgiving. PN asked it be moved up, as it is a safety issue. Perhaps Safe Routes to School can put pressure on NUSD to do it quickly.

Wiring for the new classrooms is supposed to be completed this week.

B. 4th R Status and options – Meeting tomorrow night, 9/4, so more information will be forthcoming.

VI. FUTURE AGENDA ITEMS

Appoint new board member
WASC review update
Landscaping (discussion item)

CLOSED SESSION – Convened at 8:10 PM
Employee review/evaluation

PUBLIC SESSION

A) RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at 9:25 PM.

B) PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION, IF ANY
No action taken.

VII. ADJORNMENT

The meeting was adjourned at 9:26 PM.

Respectfully Submitted,
Sherri Inenaga