

Westlake Charter School
Board Meeting w/Committee Chairs
Westlake Community Park
4/17/05 @ 4:48PM

- I Donation return request ~ Board decided to grant the request of a family wishing to withdraw their donation(s). Robynne Rose is taking care of the check requisition and email notification to the involved family. It was decided that from this point on a statement will be included on the website as well as on donation forms stating that contributions to WCS will be/are non-refundable.
- II Adding 3rd grade ~ this was discussed and tabled due to future decisions/conversations regarding space/facilities and budget. It was agreed that gathering a student list of names showing interest in 3rd grade would be beneficial.
- III Committees on website ~ Sabrina Pedeupe has created space for all committees to post events (or even ways to obtain volunteer hours) on the website.
- IV Hiring committee ~ The first hiring priority will be the Director of WCS since they will need to be involved in the teacher/staff hiring process. Position will be posted shortly after district approval of the charter. The Board will make up the hiring panel for a Director. Individuals to sit on teacher/staff panels have yet to be determined.
- V NUSD Board meeting Wednesday (4/20/05) strategy ~ Robynne Rose & Bruce Jones will address the Board Wednesday. Charter revisions will be provided to all board members by Board Member. Everyone should plan on attending.
- VI Reception for businesses ~ Sherry Scalzitti has graciously offered to host a business reception in the spirit of raising funds for WCS. Bruce Jones is working with Sherry on organizing this event.
- VII Thank you ~ Jennifer Duggan is writing a thank-you note to Chrissie Jahn (Director of International School of Monterey) to be delivered on the 5/22/05 observation trip.
- VIII Revised budget ~ This item was semi-tabled as a meeting focusing solely on the budget is needed. Charlie Leo will meet with Frank Harding (NUSD Facilities). Jodi Retzloff has a meeting set up with and John Christ (Director of Financial Services with NUSD) and Anita Schwab (Assistant Director of Financial Services with NUSD) on 4/27/05.

- IX Transportation ~ Tabled and to be included in the budget meeting.
- X Charter revision ~ Board Member will amend the charter (to reflect recommendations from the NUSD Board) and have revised copies for the NUSD Board on Wednesday 4/20/05.
- XI School calendar ~ Various schedules were discussed and it was agreed upon that a modified-traditional calendar will be looked at closely for the school year. Sample calendars from other schools/districts will be looked at in the final decision.
- XII Delegation of outreach plan duties ~ A subcommittee through the communication committee will be formed to implement the WCS outreach plan.
- XIII Other ~ Elizabeth Williams has offered her personal training services a few designated days with earnings donated to the WCS.

A date/time for the second strategic planning meeting is in the works.