

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL

March 6, 2007

7:00 p.m. at Westlake Clubhouse

I. OPENING

A. Call to Order

Meeting was called to order by the Board President at 7:00 p.m.

B. Roll Call

	Present	Absent
Sherry Scalzitti-Ephraim	X	
Phil Nanni		X
Carol Moore	X	
Gretchen Hanson	X	
Paris Coleman	X	
Ting Sun	X	
Community Member	X	
Susie Klein	X	
Christina Maynard	X	
Lisa Kaplan (Non Voting)	X	

C. Reading of Election Statement

Paris Coleman acknowledged his willingness to serve another term, shared disappointment in being the sole candidate.

Motion: Sherry Scalzitti-Ephraim moved to appoint Paris Coleman as Parent Representative to the Board.

Second: Gretchen Hanson

Action: Approved

Vote: 7 yes; 1 abstain

D. Community Member Appointment

Motion: Sherry Scalzitti-Ephraim moved to extend Ting Sun's appointment as Community Member to the Board.

Second: Paris Coleman

Action: Approved

Vote: 7 yes; 1 abstain

II. PUBLIC COMMENT

- A. Michelle Ellis – Volunteers are needed to help at WAVE’s Viva Las Vegas fundraiser on April 14. Sign up sheet will be passed around.
- B. Sally Alden – Teachers are asking for basic supplies – hopes there is money in the budget to cover what they need. Inquired about budget line item for field trips and suggested teachers collect field trip money one time for the year, rather than continually collecting checks.

III. CLOSED SESSION

Meeting convened to closed session at 7:15 p.m.

- A. Conference with Legal Counsel – Anticipated Litigation
Case name unspecified: disclosure would jeopardize existing settlement negotiations
- B. Public Employment – office manager
- C. Public Employment – teacher
- D. Request by Parent – confidential pupil information

IV. PUBLIC SESSION

- A. Reconvene To Open Session: The meeting was reconvened to open session at 7:50 p.m.
- B. Public Report on Action Taken in Closed Session: No action taken during closed session.
- C. Reports:
 - 1. Board Member Report
Sherry Scalzitti-Ephraim announced this is her last meeting and thanked the Board for the opportunity to serve.
 - 2. Principal Report – Christine Smith
CS introduced herself and shared feedback from one-on-ones with the staff – positives and concerns. Shared the latest facilities map. Recommended forming transition and library committees. Updated numbers for “Public Random Drawing” for enrollment to take place on March 8. Investigated funding for after-school tutoring, and shared WASC initial report.
 - 3. WAVE Report – Peggy McAllister
Brenda Lee officially thanked the Board for their service and dedication. PM gave updates on bylaws, library, appointment of a treasurer, and various WAVE committees.
 - 4. Facilities Report
Christine covered previously in her report. Lisa Kaplan shared that timing will be tight on readiness of the facility for the fall term.
 - 5. Fiscal Report – Jodi Retzloff
JR shared 2006-07 Budget comparative report, monthly spending report, implementation grant report, and multi-year reports including three drafts of 4-6 class sizes at 20:1, 24:1, and 28:1.

Recommendation: form a subcommittee of two board members, administrator and possibly a parent to meet once a month regarding budget.

D. Action Items

1. Class Size 2007 – 2008

Motion: Paris Coleman moved to maintain K-3 at class size of 20, and grade 4 at a maximum of 24 students.

Second:

Discussion followed.

Amended Motion: Paris moved to maintain K-3 at class size of 20 and grade 4 at 24, with flexibility to add 1 student per grade level at Principal's discretion.

Second: Sherry Scalzitti-Ephraim

Action: Approved

Vote: 9 yes, 0 no

2. Salary Schedule

CM and PC presented teacher salary schedule – best effort given budget constraints. Susie Klein presented teacher response: they are disappointed. Read letter from Kate Burwinkel. Teachers have five major concerns with the proposal. Discussion. Public comments in support of teachers. Creative means of funding teachers suggested, more communication with parents, possible cuts to current small class sizes, specialty instruction, aides, etc. discussed.

JR – Timely issue – a salary schedule is needed to hire new teachers; current teachers need to know what to expect for next year.

Motion: Ting Sun moved to table the item until the April meeting; salary sub-committee to include two teachers to negotiate a salary schedule that is workable.

Second: Gretchen Hanson

Action: Approved

Vote: Substitute prior roll call (9 yes, 0 no)

E. Items Scheduled for Information/Discussion

1. WASC – covered previously in Principal's Report

2. State bond money for facilities – Ting Sun

TS shared a unique opportunity for charter schools to get a portion of \$500 million for facilities improvement/modernization, which does not impact NUSD. Will need to work with consultant Bruce Hancock and invest perhaps \$10,000, but with potential for huge payoff for updating our new site. Money will be available for next school year, but short time line for deciding to proceed.

IV. Future Agenda Items

A. Approve Feb, March meeting minutes

B. Election of Board officers

C. Action Items

1. Appoint financial sub committee

2. Appoint Principal evaluation subcommittee
3. Approve contract for Bruce Hancock
4. Teacher salary schedule

Next Meeting(s): Special meeting, Monday, March 26, 2007. April meeting postponed until after Spring Break, Tuesday, April 17.

V. Adjournment

Motion: Sherry Scalzitti-Ephraim moved to adjourn

Second: Gretchen Hanson

Action: Approved

Meeting adjourned at 10:00 p.m.

Respectfully Submitted

Sherry Inenaga, Office Manager
Westlake Charter School