

REGULAR MEETING
BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL

April 4, 2006

7:00 p.m.

**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 agendized 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. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the Board President at 7:10pm.

B. ROLL CALL

	Present	Absent
Sherry Scalzitti-Ephraim	X	
Phil Nanni	X	
Robynne Rose	X	
Carol Moore	X	
Gretchen Hanson	X	
Paris Coleman	X	
Debbie Hightower	X	
Lisa Kaplan	X	
Community Member	X	

C. APPROVAL OF MINUTES

1. **Regular Board meeting March 7, 2006**-Robynne Rose moves to table approval of minutes until next meeting. Sherry Scalzitti-Ephraim seconds. Vote: 8 Yes; 0 No. Approved.

II. COMMUNICATIONS

A. Oral Communications: Non-agenda items. Board Member-Parent hours form is available. Board should consider recognizing and/or rewarding those parents who have gone over and above.

B. Board Member Comments: SS: Attended the National Charter School Association Conference. Felt it was time well spent. Schools represented from all over the US. Good seminars and information. KP: Conference and workshops were fantastic. RR: Board retreat was very valuable. Board feels more solidified and ready to move forward. Board compliments Kim Pablo and Board Member on the lottery. Was very smooth and well-run. Kim acknowledges Michelle Simonson for her hard work on the lottery.

A. Principal's Report (Kim Pablo): Lottery began at 7:10 and ended at 8:30. 171 application/50 slots available. Final interview for art position was today. Panel will reconvene and make decision in the next few days. Hopes to have position filled in next couple of weeks. Recruitment for next school year is in full swing. Have conducted 13 interviews total. Good pool of candidates. Looking for 1st and 3rd grade teacher. Staff is currently focused on planning for next school year. Parent satisfaction survey. Won free electronic satisfaction survey at National Conference. Would like to see that go out mid-May. Opportunities will be made to parents who do not have access to computers. 2nd grade star testing May 8. Planning 1st Annual International Festival in association with W.A.V.E. Festival will take place June 10 from 2-6. Trying to recruit volunteers.

B. W.A.V.E. Report (Cathy Nanni): Working on International Festival. Currently getting committee chairs in place. Will send invitations out to community members that have been supportive of Westlake in the past. Crafts, food and entertainment will be provided. Sherri Sanders reporting on the status of parent participation hours. About 50% of

families have less than 15 hours recorded at this time. Board and committee concerned about making sure that all parents track their hours. Also concerned that as founding parents move out, participation hours becoming less important. PC: Board should resolve to remind parents about the hours while there is still time in the school year to get the hours in. Discussion to resume at a later time. Recommend including a copy of the parents signed contract with the letter. Jennifer Duggan: Should remember to make it easy for parents to get hours. Sally Alden: Can we personalize the contact with parents regarding the hours? DH: Teachers could discuss hours with parents at parent teacher conferences next week.

- C. **Facilities Committee Report (Tom McDonagh);** Positive facilities meeting. There is capacity at Natomas Middle School for Westlake. Possible one year gap between contract with Two Rivers and Natomas Middle School availability. Can start planning with Dr. Ferrar immediately. Met with a couple of developers in the area. Would be extremely difficult for WCS to do something on its own even with land donation. Seems like a good idea to continue to work with Natomas Unified. Board Member: Does the district recognize that Westlake would like to increase the school capacity? TD: Unsure if that has been discussed. Lisa Kaplan: Priority now is to find a facility. Other plans can be made after that is settled. CN: Is adding two classes at every grade level currently in the plan? Yes. RR: Looks as though we can begin working with Natomas Middle School now. LK: Keep in mind that when the rain stops 1800 new homes will be built.

III. ITEMS SCHEDULED FOR ACTION

- A. **4th R Contract/MOU and fee structure for Summer 2006 and the 2006-2007 School Year (Kim Pablo).** MOU is the same as last year except for a \$2 rate increase. PH: Would like to see a question about 4th R added to the parent survey. LK: Might consider opening 4th R to Two Rivers parents with the caveat that Westlake 4th R is aligned with Westlake curriculum. This could do much to establish good will between the schools. Sally Alden: Is there a break-even point at which we might not have to increase the rate? KP: Unsure at this point. 4th R is currently losing money. Jennifer Duggan: Has there been any recent discussion about making the before- and after-school program a language immersion program? Would like to see a continuation of this discussion.

It is recommended that the Board approve Agenda Item III. A.	Motion: PC Action: Approved Second: RR Vote: 8 Yes; 0 No
---	---

- B. **2006-2007 Assessment Days Proposal (Kim Pablo)**-Would like to add assessment days at the end of each trimester. Substituting super sub days with teacher assessments would increase the budget by \$600.

It is recommended that the Board Approve III. B.	Motion RR Action: Approved Second SE Vote: 8 Yes; 0 No
---	---

- C. **Copier Proposal (Kim Pablo)** Currently experiencing \$668 in overages every month. Propose going into new agreement on new machine with the same company. Upgraded machine and new agreement will save \$400 per month if there are overages. GH: Did we send out for bids? Could we go month to month? KP will look into both.

It is recommended that the Board Approve III. C.	Motion: PN Action: Approved Second: RR Vote: Sub Prior Role Call
---	---

D. Approval of Mr. Bertolero’s time donation to the Edible Garden – 62 hours of time and \$325.00 of expenses.

It is recommended that the Board Approve III. D.	Motion: RR Second: SE	Action: Approved Vote: Sub Prior Role Call
---	--------------------------	---

E. Agreement/Quote for NEF management (Jodi R./Phil Nanni) – Agreement to run from April 1 – September 30. Modified prior agreement to add 2 hours per month maximum without Board approval.

It is recommended that the Board Approve III. E.	Motion: PN Second: LB	Action: Approved Vote: Sub prior Role Call
---	--------------------------	---

F. 501C3 IRS Filing for WCS –PC to ask Cliff Blakelee if he would be willing to do the 501C3 filing for a small compensation. Would have the filing reviewed by the WCS’ law firm prior to submission. Cost for law firm to do the filing would be about \$2500. Jennifer Duggan to see if a law clerk from Porter Scott would be able to do the filing. All will report back to the Board.

It is recommended that the Board Approve III. F. Vote moved to next meeting.	Motion: PC Second: RR	Action: Approved Vote: Sub prior role call
--	--------------------------	---

IV. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE

A. Business Services Bids (Kim Pablo)—Three bids received through the bidding process received. Information for Board to consider has been included in the packets. Next year the charge will be \$45,000. Board Member: Benefits received from being an indirectly funded charter are too great to track. RR: Jodi has great relationship with people at district office. Can’t put a price on that. PC: Would like to see some stability from year to year, but Board needs to consider \$10,000 price difference between Ed Tech and Natomas Charter School. KP: Switching to a new company at this point would be too much to handle at this point. PC: Board needs to make a decision soon. RR: Agenda item to be added to special board meeting April 17.

B. Bond Information (Ron Dwyer-Voss)—Two measures on Natomas ballot. Measure D and E. Measure D is facilities bond and requires 50% vote. Measure E is partial tax and requires 66% vote. “More adults” measure—counselors, nurses, text books, transportation, music, art and vocational programs. Also pays for computer refresh. Measure D will eventually be paid off. No expiration on Measure E. District is looking for volunteers to work the phone bank. Hours are Monday thru Thursday, 5:30 – 7:30. Walking on Saturday from about 10- 2. Parent hours can be used for phone banking and precinct-walking. Food and drinks for phone bankers and volunteers also welcome. Westlake Board would like to offer double hours for phone bank and precinct-walking volunteers.

V. FUTURE BOARD ITEMS

A. Add business services contract approval to April 17 special board meeting (4059 Clarewood Way)

B. April 17-Approve letter to parents regarding parent hours

C. Approve 501C3 filing procedure.

VI. ADJOURNMENT
Motion to adjourn: SA/Second: PN

The meeting was adjourned at 8:35pm.