

## REGULAR MEETING

### BOARD OF DIRECTORS WESTLAKE CHARTER SCHOOL

May 2, 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 agendaized 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 7:00pm.

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
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Karen Pardieck	X	

C. APPROVAL OF MINUTES

1. Special Board meeting April 17, 2006-Carol Moore moved to approve minutes. Seconded by Gretchen Hanson. 7 Yes, 0 No. Approved

II. ADJOURN TO CLOSED SESSION—7:02

A. Personnel and HR

III. RETURN TO OPEN SESSION

A. Salary increases approved for the 2006-07 school year.

IV. COMMUNICATIONS

- A. Oral Communications: None.
- B. Board Member Comments: PC: Spoke with Cliff Blakelee after last Board meeting. Has not yet heard back from him. Cliff is still in the process of completing paperwork for WAVE and plans to provide an answer to the Board after the WAVE paperwork has been filed. The Board will consider other options in the meantime. PN: Perhaps the Cliff and the law clerk [from Porter Scott] can work together on the project.
- C. Principal’s Report (Kim Pablo): WCS has hired two new teachers...one more to go. A demonstration lesson from a candidate will take place Thursday or Friday of this week. STAR testing starts next week. A letter has gone out notifying parents about the text. Open House went very well. WCS teachers worked very hard on the preparations and it was well received by the parents. The First Annual International Festival preparations are coming along well. A meeting will take place this Thursday with WAVE to coordinate the final steps of Festival planning. Invitations will be sent to the District Office. Report cards have been revised for next year. Curriculum Assessment Committee: Christina Thorall is doing a great job with the committee. Technology Committee: Kate Burwinkel is heading up this committee. The major focus at this time is the WCS Web site. Changes have already been made to make site more user-friendly. Also, all the

computers have been set up in the classrooms. SEM Committee is progressing nicely...SEM will become a reality for next year with art, community helpers, cooking, etc. Benchmarks for implementation grant have been completed. WCS has big plans for next school year.

- D. WAVE Report (Cathy Nanni): WAVE Committee has created a Parent Participation Guidebook. PC: Question as to whether hours will be granted for money spent. Board will need to approve this along with the Parent Participation Guidebook. This item will be placed on the next meeting agenda. Cathy will meet with Cliff Blakelee to finish the nonprofit status paperwork. WAVE is losing two board members for next year. Committee is working on finding replacements. WAVE has procured a 10 x 10 storage facility for \$65/month. Contact Cathy if you have any WCS supplies to be stored. Cathy has not received any interest received from parents to work the Bond Measure phone banks or participate in the neighborhood walk. Plans for the International Festival are almost to completion.
- E. Facilities Committee Report (Tom McDonagh): The Committee has put together a letter summarizing the facilities meeting with the District and thanking Dr. Farrar for his time.

V. ITEMS SCHEDULED FOR ACTION

- A. Business Services Agreement--Natomas Charter Proposal – Jodi Retzloff

It is recommended that the Board approve Agenda Item III. A.	Motion: PC Action: Approve Second: PN Vote: 7 Yes, 0 No
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- B. 2005-2006 Audit Proposals--Jodi Retzloff

It is recommended that the Board Approve III. B.	Motion: RR Action: Approve Second: SS Vote: 7 Yes, 0 No
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- C. School Credit Card--Kim Pablo, Jodi Retzloff, Anna Barrias-Mendez

It is recommended that the Board Approve III. C. Per the recommendation of Kim Pablo and Jodi Retzloff, the Board approves the procurement of one credit card with a low set limit issued in Kim Pablo's name to be used for approved WCS purchases and travel.	Motion: SS Action: Approve Second: RR Vote: Substitute Prior Role Call
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IV. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE

- A. SMY&M Notice re: Legal Services—Fees going up to \$175 (from \$165) with a 5% discount if invoice is paid within 20 days or WCS has been given the option of a \$5000 retainer. RR: request that it be put on the next meeting's agenda to approve a \$5000 retainer for 2006-07 school year.
- B. SMY&M Invoice 17650 – 3/7/06 Research regarding filing requirements—PC will check with Cliff and Jen Duggan [of Porter Scott] to determine if either or both would be willing to facilitate the 501C3 filing process. Either way, SMY&M will be requested to review the paperwork prior to submission.

V. FUTURE BOARD ITEMS

- A. Approval of WAVE Parent Participation Handbook.
  - B. Approval of \$5000 retainer from SMY&M law firm.
  - C. Approval of 501C3 filing process.
- VI. ADJOURNMENT—Sherry Scalzitti-Ephraim moves to adjourn the meeting. Seconded by Carol Moore. Vote: Sub prior role call.
- The meeting was adjourned at 8:30.