

**MEETING MINUTES OF THE BOARD of Directors
WESTLAKE CHARTER SCHOOL
December 14, 2006
7:00 p.m. at Westlake Charter School – Ms. Crenshaw’s Classroom**

I. OPENING

A. Call to Order 7:05 PM

The meeting was audio-taped by Sally and Dave Alden, parents

B. Roll Call and Establishment of Quorum:

Present absent

1. Sherry Scalzitti-Ephraim ___x___
2. Paris Coleman ___x___
3. Robynne Rose ___x___
4. Lisa Kaplan ___x___
5. Community Member ___x___
6. Carol Moore ___x___
7. Phil Nanni ___x___
8. Gretchen Hanson ___x___
9. Karen Purdieck ___x___
10. Debi Hightower x

II. PUBLIC COMMENT

Lisa Joseph Kirkland asked if the parents would have input on the new school site next year.

Phil Nanni said he was reporting on this information later in the meeting.

Sarah Madewell commented on the issues in Mrs. O’s 1st grade class: She is upset about the separation between boys and girls. She does not like her son placed as a barrier to protect the girls. If one child tends to be more physical toward one ethnicity would the class be separated by race? The teacher can’t operate in the normal way and Ms. Madewell would like that to change quickly.

The meeting will now convene to closed session to discuss the following matters described in Section 7:10 PM

III. CLOSED SESSION

1) PUBLIC EMPLOYMENT:

a. Title: Interim Principal

2) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

a. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 (1 case).

3) PUBLIC EMPLOYMENT

a. Title: Aide

b. Title: Teacher

c. Title: Student Study Team Coordinator

IV. PUBLIC SESSION

1) RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at 8:30 PM.

2) PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

*The Interim Principal’s contract was accepted by a 6-0 vote

*The Exemption Certification forms for Emergency Employment of a Retired Member (STRS) and Limited Term Appointment/Assignment forms were accepted by a 6-0 vote.

3) PRINCIPAL REPORT – Information/Discussion

- Parent conferences – 96.4%
- Updated on what is happening with each grade level and art
- Teacher Collaborative Days
 - working on Strategic Design approach they learned in their Professional Development days
 - positive feedback from teachers
- Personnel

- Observed all teachers informally
- Formal observations on four out of eleven teachers so far
- Office manager went to Powerschool training
- Positive, hard-working, up beat staff – very supportive and collaborative
- Hard working, committed parents who are happy to be here!

4) BOARD MEMBER COMMUNICATION – Information/Discussion

Phil Nanni: We are very lucky to have found Boyce Baldwin as our interim principal.

Sherry Ephraim: Wishes everyone a Happy Holiday.

Community Member: Planted winter vegetables and wants to work the garden in the SEMS program again.

5) UPDATE ON PRINCIPAL SEARCH – Information/Discussion

Robynne Rose: We have 5 applications. Phil is contacting a few of those candidates to get further information. The job does not close until 1/15/07. We are now listed on EdJoin which is a major search engine in the educational arena.

6) PARENT HOURS UPDATE/WAVE REPORT – Information/Discussion

- Parent Volunteer Coordinator reported on parent hours as of November 4, 2006. Currently 49% of families have met or exceeded target hours, while 51% are below target hours. See attachment.
- WAVE – fundraising
 - Dr. Saladin and Dr. Kalika from Children’s Choice Pediatric Dental and Image Orthodontics presented WAVE with a check for \$700 for their Halloween Candy Buy Back program.
 - Viva Las Vegas fundraiser is a go – tentatively planned for early March.
- Hospitality and Community Building Team
 - Barnes and Noble “Family Day” went well
 - Coats for Kids drive
 - Kyleee Lillich Charitable Giving Tree filled many gift requests for needy children
- Parent Participation Team
 - Partnering with Two Rivers in the Scholastic Book Fair
 - Parent Participation Committee will report hours in mid-January which will include a cover letter from the Board, ideas for earning hours, acknowledging parents who have reached their hours, communicating with families who have earned 9 hours to encourage participation.
 - Can there be a penalty for parents not reaching 30 hours of participation? It is getting difficult to recruit volunteers – need a system for keeping parent participation hours communicated and parents motivated.

7) ENROLLMENT PROCEDURES – Information/Discussion

Boyce Baldwin will bring a draft of the WCS application to the next board meeting on 1/8/07

8) CLASS SIZE REDUCTION UPDATE – Information/Discussion

Almost all classes are over 20 students with the exception of one Kindergarten class and Boyce will work on balancing these two classes by sending a letter out to parents and asking for a parent/student to volunteer to be in Ms. Burwinkle’s class. He will work with the K teachers on this action.

9) COMMUNITY MEMBER APPOINTMENTS – Discussion/ Possible Action

Ephraim: Motion made to table this item until 1/8/07 meeting.

Rose: 2nd

5-1 vote (Moore was the nay)—motion carries.

10) FACILITIES UPDATE – Information/Discussion

Nanni: There was a charter summit meeting in Dr. Farrar’s office in November and there was a suggestion to do a walk-through of the Natomas Middle School campus. Tom McDonagh, Phil Nanni, Carla Najara, Frank Harding, Charlie Leo, Lisa Kaplan and Boyce Baldwin all walked the campus last week. NP3 (Natomas Pathways) high school is currently housed in the older section of the school. WCS will need more classrooms, restrooms and play facilities. There was talk of moving the portables from Two Rivers to NMS. Last night at the NUSD board meeting, Measure D funds were allocated for use at WCS. Peggy McAllister and Sherry from the WAVE gave good speeches. Terry Burns and Ron Dwyer Voss got 1 million to upgrade the NMS facility for WCS. There was unanimous vote to upgrade the facility. NUSD backed us as a school. There is a need to find a playground and kinder area.

Lisa Corr: Is there talk of an actual sign? Fence?

Nanni: Yes these issues are being addressed

Sarah Madewell: I want the campus to be secure

Sally Alden: Concerned about safety issues for walkers

Gretchen Hanson: NUSD is working with the city to get sidewalks put in for the students

Paris: South side of the road (Del Paso) will be upgraded soon.

Lisa Kirkland: Space for a library on the campus? Will there be security cameras?

Rose: Measure D funds were allocated for security cameras for all campuses

Coleman: Space for K-5 classes?

Nanni: Yes, we will move all portables. That is the general feeling.

Ephraim: Space for K-8?

Lisa Corr: One possibility would be if NUSD would let us convert the entire site to a charter school. We will have to look at grant opportunities when we decide this.

11) STRATEGIC PLAN UPDATE – Information/Discussion

Coleman: Motion to table this item until the next meeting.

Nanni: 2nd the motion

5-0 motion carries (Ephraim had left the meeting)

12) FINANCIAL REPORT – Discussion/ Possible Action

Jodi Retzloff: Need to look at next year. WCS will have a funding gap as of December of next year due to the grant monies being spent. WCS needs to be conservative in the spending.

Rose: Motion to accept the financial report

Coleman: 2nd

Substitute prior role call

Motion carries

13) WCS/W.A.V.E. POLICY ON FUNDRAISING/EXPENDITURES – Action

Rose: Motion to move to the next meeting

Nanni: 2nd

Substitute prior role call

Motion carries

14) VISITORS ON CAMPUS POLICY – Action

Motion made by Rose to accept the policy

Moore: 2nd

Substitute prior role call

Motion carries

Next meeting is January 8th—place TBA

Agenda Items:

Admissions Policy-Action

Class size reduction issues-Action

Community member-Discussion/Action

February Meeting

WCS/WAVE Policy on Fundraising/expenditures

V. ADJOURNMENT

Nanni: Motion to end the meeting

Hanson: 2nd

Substitute prior role call

10:10 PM meeting adjourned