



**Regular Board Meeting Minutes**

**Westside Innovative School House, Inc.  
6550 West 80<sup>th</sup> Street, Los Angeles California 90045  
(Entrance on Emerson Avenue)**

**Call-in Access: 1-605-313-5086  
Access Code: 970986#**

**Thursday, December 12, 2019, 5:00 p.m.**

**I. CALL TO ORDER: 5:01 pm**

**II. ROLL CALL**

Jason Rudolph, Suzanne Madison Goldstein, Danelle Fisher, Mary McCullough,  
Matthew Swanlund, Miles Remer, Shawna Draxton, Jennie Brook, Stephen De La Rosa  
Absent: Vicki Graf, Mike Abercrombie, Ben Tysch

**III. ITEMS FOR BOARD INFORMATION AND/OR DISCUSSION, INCLUDING COMMITTEE AND SCHOOL LEADERSHIP REPORTS**

<b>Item #1:</b>	<b>Executive Director Monthly Report</b>
<b>Description:</b>	(a) Academic Achievement Report (b) School Climate and Culture (c) Human Capital
<b>Purpose:</b>	Information and Discussion
<b>Presented By:</b>	Dr. Shawna Draxton
<b>Materials:</b>	To Be Distributed
<b>Est. Time:</b>	10 min
<b>Minutes:</b>	Dr. Draxton summarized monthly report including LMU Partnership, UnCommon Schools Tour, CA Dashboard Results show WISH outperformed district and state, Fiscal Update, Facilities Prop 39 submitted, Overallocation conversation, Enrollment, Renewal, Compliance/Site Review, WASC Accreditation granted.

	Tagged for next month - Agenda item to discuss CA Dashboard items yellow or below
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<b>Item #2:</b>	<b>Finance Updates</b>
<b>Description:</b>	General updates
<b>Purpose:</b>	Board Informative
<b>Presented By:</b>	Miles Remer
<b>Materials:</b>	To Be Distributed
<b>Est. Time:</b>	10 minutes
<b>Minutes:</b>	Financial dashboard holding steady from October, outlook hasn't changed since last month

<b>Item #3:</b>	<b>Legislative and General Updates + SB 126 Informative</b>
<b>Description:</b>	General updates
<b>Purpose:</b>	Board Informative
<b>Presented By:</b>	Jason Rudolph
<b>Materials:</b>	N/A
<b>Est. Time:</b>	5 minutes
<b>Minutes:</b>	Working on logistics on how to hold board meetings at ES and MS/HS as well as recording board meetings, not committee meetings.

<b>Item #4:</b>	<b>Development Updates</b>
<b>Description:</b>	General updates
<b>Purpose:</b>	Board Informative
<b>Presented By:</b>	Mike Abercrombie
<b>Materials:</b>	N/A
<b>Est. Time:</b>	5 minutes
<b>Minutes:</b>	Mike Abercrombie wasn't in attendance to present.

#### IV. ITEMS FOR BOARD ACTION

- A. **CONSENT ITEMS:** Items for action below assigned by the Board at the meeting to be adopted by a single vote. Any item may be pulled off of consent for further discussion by any Board Member at any time before action is taken.

<b>Item #1:</b>	<b>Approval of Board Minutes from November 14, 2019</b>
<b>Description:</b>	Review and approve November 14, 2019 meeting minutes
<b>Purpose:</b>	Vote
<b>Presented By:</b>	Suzanne Madison Goldstein
<b>Materials:</b>	November Meeting Minutes

<b>Est. Time:</b>	2 min
<b>Minutes:</b>	See below

<b>Item #2:</b>	<b>2019-2020 Vendor Contracts</b>
<b>Description:</b>	Review proposed agreements; discussion and vote re same
<b>Purpose:</b>	Oversight
<b>Presented By:</b>	Suzanne Madison Goldstein
<b>Materials:</b>	Proposed 2019-2020 contracts with: <ul style="list-style-type: none"> <li>• Other</li> <li>• Lunch Program RFP</li> </ul>
<b>Est. Time:</b>	2 min
<b>Minutes:</b>	See below

**Item #1 (minutes) and Item #2 (vendor contracts)**

Motion - Jason Rudolph, Second - Suzanne Madison Goldstein. Motion passed by roll call vote:

Jason Rudolph, <i>President</i>	Y	Dr. Danelle Fisher, <i>Vice President &amp; Secretary</i>	Y
Suzanne Madison Goldstein	Y	Dr. Mary McCullough	Y
Matthew Swanlund	Y	Benjamin Tysch, Treasurer	--
		Miles Remer	--
Dr. Vicki Graf	--	Mike Abercrombie	--

**B. ACTION ITEMS FOR DISCUSSION AND/OR VOTE:**

<b>Item #1:</b>	<b>Governing Board Bylaws</b>
<b>Description:</b>	Update to WISH, Inc. Bylaws
<b>Purpose:</b>	For Vote. Update and make compliant WISH, Inc. Bylaws
<b>Presented By:</b>	Jason Rudolph
<b>Materials:</b>	WISH, Inc. Bylaws
<b>Est. Time</b>	10 min
<b>Minutes:</b>	Future bylaws may need to reflect a lower number of how many board members are parents (50%) and increase the total number of bylaws from 9 to 12. ExED can recommend board members interested in participating. Student participation can be made by presentation/SSC recording of answering questions.  Jason Rudolph moves to table item.

<b>Item #2:</b>	<b>Discuss CA School Dashboard Indicators</b>
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<b>Description:</b>	As part of California’s accountability system, local educational agencies (LEAs) are required to complete the self-reflection tools for the local indicators in the California School Dashboard (the Dashboard). The deadline for completing the local indicators in the Dashboard is 5 p.m. on November 1, 2019. The Dashboard will automatically default to “Not Met” or “Not Met for Two or More Years”, as applicable, for LEAs that have not completed their local indicators by the deadline.
<b>Purpose:</b>	For Discussion and/or Vote as Necessary
<b>Presented By:</b>	Shawna Draxton
<b>Materials:</b>	CA Dashboard for WISH Community and Academy
<b>Est. Time</b>	10 mins.
<b>Minutes:</b>	Motion to discuss - Jason Rudolph, Second - Miles Remer. Jason Rudolph to call to vote. Motion passed by roll call vote:

Jason Rudolph, <i>President</i>	Y	Dr. Danelle Fisher, <i>Vice President &amp; Secretary</i>	Y
Suzanne Madison Goldstein	Y	Dr. Mary McCullough	Y
Matthew Swanlund	Y	Benjamin Tysch, Treasurer	--
		Miles Remer	Y
Dr. Vicki Graf	--	Mike Abercrombie	--

<b>Item #3:</b>	<b>Approval of First Interim Financial Report due 11/25/19</b>
<b>Description:</b>	Charter schools are required to file two reports during a fiscal year (interim reports) on the status of the charter school’s financial health. The first interim report is due to the charter school’s authorizer prior to November 25 for the period ending October 31 including a fiscal year-end forecast. Governing boards may review the interim report after the submission date.
<b>Purpose:</b>	Due to Authorizer
<b>Presented By:</b>	Stephen De La Rosa
<b>Materials:</b>	First Interim Report
<b>Est. Time:</b>	10 min
<b>Minutes:</b>	Motion to discuss - Jason Rudolph, Second - Suzanne Madison Goldstein. Jason Rudolph to call to vote. Motion passed by roll call vote:

Jason Rudolph, <i>President</i>	Y	Dr. Danelle Fisher, <i>Vice President &amp; Secretary</i>	Y
Suzanne Madison Goldstein	Y	Dr. Mary McCullough	Y
Matthew Swanlund	Y	Benjamin Tysch, Treasurer	--
		Miles Remer	Y
Dr. Vicki Graf	--	Mike Abercrombie	--

<b>Item #4:</b>	<b>Review and Approval of Prior Year Annual Audit Review due 12/16/19</b>
<b>Description:</b>	Audit Committee is responsible for reviewing the results of the annual audit and developing a corrective action plan to address all relevant weaknesses noted by the auditor. The charter school governing board will review and approve the audit no later than December 16. The audit firm is responsible for submitting the audit to all reporting agencies no later than December 16.
<b>Purpose:</b>	Due to Authorizer and State/CDE
<b>Presented By:</b>	Stephen De La Rosa
<b>Materials:</b>	Prior Year Annual Audit Review
<b>Est. Time</b>	10 min
<b>Minutes:</b>	Audit will be submitted on December 16 and shows schools were more profitable than initially thought. Board action request is to call auditors to ask follow up questions. Motion to discuss - Jason Rudolph, Second - Danelle Fisher. Jason Rudolph to call to vote to follow auditors recommendations to amend document if necessary. Motion passed by roll call vote:

Jason Rudolph, <i>President</i>	Y	Dr. Danelle Fisher, <i>Vice President &amp; Secretary</i>	Y
Suzanne Madison Goldstein	Y	Dr. Mary McCullough	Y
Matthew Swanlund	Y	Benjamin Tysch, Treasurer	--
		Miles Remer	Y
Dr. Vicki Graf	--	Mike Abercrombie	--

<b>Item #5:</b>	<b>Approval of School Site Council (SSC) Reviews Title Spending Plan due 1/1/20</b>
<b>Description:</b>	The SSC's review of the spending plan is reported via the ConApp. Be sure to schedule the SSC's review at a meeting prior to the completion of the Winter ConApp. The Title Spending Plan is reviewed based on revised allocations.
<b>Purpose:</b>	Due to Authorizer and State/CDE
<b>Presented By:</b>	Stephen De La Rosa/Shawna Draxton
<b>Materials:</b>	SSC Spending Plan
<b>Est. Time:</b>	5 min
<b>Minutes:</b>	Move to discuss - Jason Rudolph, Second - Matthew Swanlund. Jason Rudolph to call to vote. Motion passed by roll call vote:

Jason Rudolph, <i>President</i>	Y	Dr. Danelle Fisher, <i>Vice President &amp; Secretary</i>	Y
Suzanne Madison Goldstein	Y	Dr. Mary McCullough	Y
Matthew Swanlund	Y	Benjamin Tysch, Treasurer	--
		Miles Remer	Y
Dr. Vicki Graf	--	Mike Abercrombie	--

**VI. PUBLIC COMMENT**

**VII. CLOSED SESSION ITEMS:**

<b>Item #1:</b>	<b>Pending Litigation and/or Conference with Legal Counsel</b>
<b>Description:</b>	<p><u>Purpose and Authority:</u></p> <p><u>2 pending cases; conference with legal counsel –</u>            Closed session subject to:</p> <ul style="list-style-type: none"> <li>• California Government Code section 54956.9(d)(2)</li> <li>• California Government Code section 54956.9(d)(4)</li> <li>• California Government Code section 54956.9(e)(2)</li> <li>• California Government Code section 54956.9(e)(5)</li> </ul>
<b>Purpose:</b>	Information and Discussion of Pending Litigation and/or Conference with Legal Counsel
<b>Presented By:</b>	Jason Rudolph
<b>Materials:</b>	<ul style="list-style-type: none"> <li>• 9/20/19 LAUSD Over-allocation Letter to WISH Academy (2017-18)</li> <li>• 9/20/19 LAUSD Over-allocation Letter to WISH Academy (2018-19)</li> </ul>
<b>Est. Time</b>	15 mins.

<b>Item #2:</b>	<b>Pending Litigation and/or Conference with Legal Counsel</b>
<b>Description:</b>	<p><u>Purpose and Authority:</u></p> <p><u>1 pending case; conference with legal counsel –</u>            Closed session subject to:</p> <ul style="list-style-type: none"> <li>• California Government Code section 54956.9(d)(2)</li> <li>• California Government Code section 54956.9(d)(4)</li> <li>• California Government Code section 54956.9(e)(2)</li> <li>• California Government Code section 54956.9(e)(5)</li> </ul>
<b>Purpose:</b>	Information and Discussion of Pending Litigation and/or Conference with Legal Counsel
<b>Presented By:</b>	Jason Rudolph
<b>Materials:</b>	N/A
<b>Est. Time</b>	5 mins.

**The board re-entered Open Session at 6:42 pm. The Board President reported out as follows: Item #1 does not warrant going into closed session. Item #2 is discussion only.**

**VIII. ADJOURNMENT: 6:58 pm**