



**Board Meeting Agenda**  
**WISH Community School**  
**6550 West 80<sup>th</sup> Street, Los Angeles CA 90045**  
**Call in Conference Call 1-641-715-3680 Access Code 970986#**  
**(Entrance on Emerson Avenue)**

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**September 20, 2018 at 5:00 p.m.**

**I. CALL TO ORDER**

Meeting was called to order by at \_\_\_\_\_ p.m.

**II. ROLL CALL**

<b>Board Members Present: (Names with "X" indicates present):</b>			
Dr. Michelle Windmueller, <i>President</i>		Dr. Danelle Fisher, <i>Vice President &amp; Secretary</i>	
Suzanne Madison Goldstein		Benjamin Tysch	
Matthew Swanlund		Miles Remer, <i>Treasurer</i>	
Dr. Irene Oliver		Jason Rudolph	
Dr. Vicki Graf		Dr. Mary McCullough	
Mike Abercrombie			
<b>Guests Present: (Names with "X" indicates present):</b>			
<b>WISH Charter Staff Members Present: (Names with "X" indicates present):</b>			
Dr. Shawna Draxton, <i>Executive Director</i>		Jennie Brook, <i>WISH</i>	
Taurean Gordon, <i>ExED</i>			

**III. PUBLIC COMMENT -**

**IV. MINUTES:** Approval of August 9, 2018 Board meeting minutes and Special Board meeting minutes from August 28, 2018.

## **V. AGENDA**

### **A. Reports of Officers and Committees**

1. **President and Vice President** (Dr. Michelle Windmueller, Danelle Fisher)
  - a. **Review of Board Member Expectations** (Dr. Michelle Windmueller): Discussion generally and also specifically regarding parent board members with enrolled children
  - b. **Review and/or Update Non-Profit IRS Form 990 Policies** - The IRS Form 990 is the annual information return filed by most non-profit charter schools. The IRS Form 990 includes a Governance, Management and Disclosure section. Charter Schools are required to disclose the following policies: Conflict of Interest Policy, Whistleblower Policy, Document Retention and Destruction Policy, Expense Reimbursement Policy, Gift Receiving Policy, and Compensation Approval Policy.
  - c. **Review Parental Involvement Policy** - A Parental Involvement policy is required for all schools that accept Title I funds. A charter school must address requirements for both district and school-level policies when developing a Parental Involvement Policy. Annual review by charter school governing board is required.
  - d. **Review Suspension/Expulsion Policy** for all WISH Schools (Dr. Shawna Draxton)
2. **Facilities Committee (Suzanne Goldstein, Matthew Swanlund, Dr. Michelle Windmueller)** - Committee report
3. **Executive/Governance Committee** (Danelle Fisher, Suzanne Madison Goldstein, **Dr. Michelle Windmueller**) - Committee Report
4. **Executive Director Monthly Report** (Dr. Shawna Draxton)
  - a. Academic Achievement Report
  - b. School Climate and Culture
  - c. Human Capital

5. **Finance Committee/ExED (Miles Remer, Ben Tysch, Jennie Brook, Taurean Gordon)** - Committee report;  
Review of Financial Dashboards for Elementary and Secondary Schools;  
and Cash Flow Status Report

6. **Curriculum Committee (Dr. Vicki Graf, Dr. Irene Oliver, Dr. Mary McCullough, Dr. Michelle Windmueller)**: Committee report.

7. **Development Committee (Mike Abercrombie, Matthew Swanlund, Jason Rudolph, Dr. Michelle Windmueller)** - Committee Report

8. **Strategic Planning Committee (Ben Tysch, Mike Abercrombie, Suzanne Madison Goldstein, Dr. Vicki Graf, Dr. Michelle Windmueller)**- Committee Report

9. **Special Committee(s)**

- a. *WISHForward* (Suzanne Madison Goldstein, Dr. Michelle Windmueller) Update.
- b. LMU/WISH Working Group

10. **Action Items**

1. **Review and Approve FY17-18 Unaudited Actual Reports** (Miles Remer): Review and vote on unaudited actuals for WISH Community and WISH Academy
2. **Board Resolutions to Issue Funds** (Michelle Windmueller): Resolutions directing payments from CDE and from the Los Angeles County Office of Education into the WISH's new Pacific Western Bank account
3. **Review and Vote upon Homeless Education Policy** (Suzanne Madison Goldstein): Proposed Homeless Education Policy is used to ensure that compliance with key provisions of the Education for Homeless Children and Youths Act and to collect the contact information for required designated homeless liaisons.
4. **Employment of an individual on the basis of the Provisional Intern Permit (PIP)** (Michelle Windmueller): Due to the statewide teacher shortage, and after an exhaustive search for Special Education Teachers, WISH Charter Schools intends to employ an individual on the basis of a Provisional Intern Permit (PIP). The

individual is Jessica Lorenzana and she will be employed as the 7th grade Education Specialist at WISH Middle School. Executive Director's statement: There are no objections to the issuance of a PIP for this individual - Shawna Draxton, Ph.D

5. **2018-2019 Financial Forecast for WISH:** (Taurean Gordon)  
Discussion and vote of the budget with revised numbers based on updated enrollment

**11. CLOSED SESSION ITEMS:**

- a. **Litigation Matter under Brown Act Sec. 54956.9:** (Suzanne Madison Goldstein). Discussion with outside counsel of resolution of pending claim.

**B. Special Orders of Business:**

**VI. ADJOURNMENT**

The meeting was adjourned at \_\_\_\_p.m.

**NOTICES:**

1. The next regular meeting of the Board of Directors will be held on Thursday, October 11, 2018 @ 5:00pm.
2. WISH Charter is nonsectarian in its programs, admission policies, and employment practices, and all other operations. The school does not discriminate against any person on the basis of ethnicity, national origin, gender, or disability. The Elementary School Facilities Manager has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in WISH Charter open and public meetings. Requests for disability related modifications or accommodations should be made 72 hours prior to the meeting to Elementary School Facilities Manager at 310.642.9474.
3. Members of the public requesting translation services are required to notify the school within 48 hours of the board meeting. Please contact the Elementary School Facilities Manager at 310.642.9474.

\* Non-agenda items; no individual presentation should be for more than 3 minutes and the total time for this purpose should not exceed 15 minutes. Ordinarily, Board

members will not respond to presentations and no action is taken. However, the Board may give direction to staff following a presentation.

\*\* For meetings held by teleconference, attendees may participate at WISH Charter, 6550 W. 80<sup>th</sup> Street, Main Office. Alternatively, for more detailed information on other locations, attendees may contact the Elementary School Facilities Manager at 310.642.9474.