



Executive Committee Telephonic Meeting Minutes
Call in Conference Call 1-641-715-3680 Access Code 970986#

November 5, 2018 at 8:30 a.m.

I. CALL TO ORDER

Meeting was called to order by Dr. Michelle Windmueller at 8:32 a.m.

II. ROLL CALL

Board Members Present: (Names with "X" indicates present):			
Dr. Michelle Windmueller, <i>President</i> 15452 Varden Street Sherman Oaks, CA 91403	X	Dr. Danelle Fisher, <i>Vice President & Secretary</i> 8025 Emerson Avenue Los Angeles 90045	X
Suzanne Madison Goldstein 1439 El Bosque Court Pacific Palisades, CA 90272	X		
Guests Present: (Names with "X" indicates present):			
WISH Charter Staff Members Present: (Names with "X" indicates present):			
Dr. Shawna Draxton, Executive Director	X		

III. PUBLIC COMMENT -

IV. AGENDA

- A. Discuss follow up regarding strategies for Board Outreach to increase EL enrollment at all WISH schools - Michelle will email Jose Cole Gutierrez and Bob Perry for a second request of District personnel who can assist WISH with outreach communications. See item B for some of the strategies we will engage in order to reach out to EL and SED populations

- B. Discuss follow up strategies for Board Outreach to increase SED enrollment at all

WISH schools - Michelle will email Jose Cole Gutierrez and Bob Perry for a second request

- a. Board will reach out to the neighboring/local preschools and have an informational meeting about WISH. Begin with 4-5 schools. Westport elementary school and other identified by Dr. Danelle Fisher.
 - b. Place a Board Informative in La Opinion to inform parents about WISH Schools
 - c. Invite EL and communications experts from the District and charter school organizations to attend October/November board meetings who can offer concrete strategies to increase the number of EL applicants in the WISH admissions lottery;
 - d. In the interim, the WISH Board's Executive Committee will explore options and develop a preliminary plan during its meeting next week including, but not limited to:
 - i. Website home page button for website translation and admissions information - Shawna will ask Edlio if this is possible
 - ii. Leveraging social media (video posts, FB and YouTube, etc.)
 - iii. Improving data visibility
 - iv. Identify bilingual educators on the WISH staff - Jackie Sorto (IEP Coordinator) We asked if we could identify one bilingual staff person per school
 - e. Executive committee discussed the possibility of a weighted lottery for SED and EL but we spoke about the amount of auditing that would have to take place which adds a significant layer of administrative support for this effort.
 - f. Shawna reported that all organizations have a Communications Director for 4 - 6 hours per week. Shawna discussed a possible reorganization so that WISH will have this position on staff.
- C. Review and revise survey questions and administration procedures for the ED Evaluation for the 2018-2019 school year - Shawna will submit her goals for the year to the Executive Committee and will be presented at the December Board meeting in closed session.
- D. Review draft proposal of the Board's annual goal of a parent/teacher engagement policy (Dr. Danelle Fisher) - Executive Committee will present this to the Board in December.
- E. Discuss the Proposed Board's Policy on Board Members' Children Attendance at WISH Schools - This could be a Board Policy/Expectation and a modification of the Board Checklist. - Suzanne will add to the drive and draft the addition to the existing Board Policy/Expectation Checklist.

V. ADJOURNMENT

The meeting was adjourned at 9:03 a.m.

NOTICES:

1. The next regular meeting of the Executive Committee will be held on Monday, December 5, 2018 @ 8:30am

 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's 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. 80th Street, Main Office. Alternatively, for more detailed information on other locations, attendees may contact the Elementary School Facilities Manager at 310.642.9474.