



**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)**

**February 8, 2018 at 5:00 p.m.**

**I. CALL TO ORDER**

Meeting was called to order by the Board President, Michelle Windmueller at 5:03 p.m.

**II. ROLL CALL**

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

**III. PUBLIC COMMENT - No members of the public provided public comment.**

**IV. MINUTES:** Board minutes for January 11, 2018 were reviewed. Motion for approval of January 11, 2018 Board meeting minutes made by Irene Oliver and Matthew Swanlund seconded. Unanimous approval was given.

**V. AGENDA**

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

### **1. President and Vice President** (Dr. Michelle Windmueller, Danelle Fisher)

- a. Resignation of Manny Aceves from the WISH Board of Directors
- b. Board Responsibilities Review: [5 Commitments](#)

### **2. Facilities Committee** (Suzanne Goldstein, Matthew Swanlund, Dr. Michelle Windmueller)

- a. Prop 39 Preliminary Offers for 2018-2019 School Year for WISH Community School and WISH Academy High School - Dr. Shawna Draxton reported that WISH Community School has been offered space on Orville Wright for grades K-5 and at Westchester Enriched Science Magnet (WESM) for grades 6-8. WISH Academy has been offered space at WESM.

### **3. Executive Committee** (Danelle Fisher, Suzanne Madison Goldstein, Dr. Michelle Windmueller)

- a. Material Revision: MOU with LMU for Staff Preference and Lottery Preferences for Natural Proportions
- b. Site Review Results - ES/MS January 17, 2018; HS Site Review is on February 28, 2018. Results have been sent but not reviewed yet. Shawna Draxton will give a report at the March Board Meeting.
- c. Discussion of outreach efforts to increase diversity in the WISH student population. Shawna Draxton gave some information regarding different ethnicities and socioeconomic groups at WISH, including that there are no English learners in our middle school and that the largest ethnic minority group in the school is Ethiopian.
- d. Governance

### **4. Executive Director Monthly Report** (Dr. Shawna Draxton)

- a. Academic Achievement Report - Shawna Draxton presented the update regarding professional development, the latest about Darin being the LMU liaison, Site Review updates.
- b. School Climate and Culture
  - a. School Site Council Election Results
    - i. Bylaws
    - ii. SSC TK-8 WISH Community
    - iii. SSC Academy HS
  - c. Human Capital

**5. Finance Committee/ExED** (Jennie Brook, Samira Estilai)

- a. Review of Financial Dashboards for Elementary and Middle Schools - Samira Estilai reviewed the December financial reports for WISH Community School and WISH Academy, including the Year to Date Income Statement, Balance Sheet, Cash Flow, FY17-18 forecast, and Check Register.
- b. Cash Flow Status Report - Cash balances and forecasted cash flow were discussed as part of Item a.

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

Next meeting March 8, 2018 at 4 p.m.

**7. Special Committee(s)**

- a. *WISHForward* (Suzanne Madison Goldstein, Dr. Michelle Windmueller) Update - Neil Mendelsohn is finalizing a short document of the case statement.
- b. LMU/WISH Working Group – Update on Pilar’s Liaison Position with WISH and LMU

**8. Action Items**

- a. **Non-Public School Master Contract (Windmueller, Draxton):**

Proposed Master Agreement to service NPS placements; vote re same. A motion to accept the agreement was made by Danelle Fisher and seconded by Suzanne Goldstein. The motion was unanimously approved by the board members present (Windmueller, Fisher, Goldstein, McCullough, Oliver, Remer, Rudolph, Swanlund).

- b. **Revolving Line of Credit from Pacific Western Bank (Miles Remer):** The Board continued its discussion of the proposed line of credit with PWB in the amount of \$350,000. Ben Tysch indicated that he had previously reviewed the loan documents and his questions were answered adequately. It was noted that PWB is one of the few banks that understands the charter school sector and extends these types of loans. A motion was made to approve by Jason Rudolph and seconded by Irene Oliver. The motion was unanimously approved by the board members present (Windmueller, Fisher, Goldstein, McCullough, Oliver, Remer, Rudolph, Swanlund)

#### 9. **CLOSED SESSION ITEMS:**

- a. **Litigation Matter under Brown Act Sec. 54956.9:** (Suzanne Madison Goldstein). -- None.
- b. **Personnel Matter under Brown Act Sec. 54957(b)1** (Michelle Windmueller): The Board adjourned into closed session at 6:05 pm. At 6:38 pm, the Board re-entered open session. The Board President reported as follows:

Further investigation of this matter is underway. The Board has made preliminary recommendations regarding disciplinary action to be taken.

#### **B. Special Orders of Business:**

## **VI. ADJOURNMENT**

The meeting was adjourned at 6:52 p.m by the Board President, Dr. Michelle Windmueller.

### **NOTICES:**

1. The next regular meeting of the Board of Directors will be held on Thursday, March 8, 2018 @ 5:00 p.m.

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. 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.