



**A new direction in  
public education**

**New West Charter School**  
**Governance Council Meeting Minutes**  
 Tuesday, May 16, 2023, at 4:30 PM

Zoom:

<https://newwestcharter-org.zoom.us/j/85986652871>

Meeting ID: 859 8665 2871

One tap mobile

+16699006833,,85986652871# US (San Jose)

+16694449171,,85986652871# US

**Locations:**

- 1905 Armacost Ave, Los Angeles, CA 90025
- 9601 Wilshire Blvd, Penthouse, Beverly Hills, CA
- 23620 Mulholland Highway, Calabasas, CA
- 11155 Santa Monica Blvd, Los Angeles, CA
- 26480 Bouquet Canyon Rd, Santa Clarita, CA

**I. PRELIMINARY**

**A. CALL TO ORDER** - *The meeting was called to order at 4:33pm*

**B. ROLL CALL** - *Attendance was taken and a quorum was established  
(7 members present - 1 member absent)*

<b>Representatives</b>	<b>Present</b>	<b>Absent</b>
<b>Teacher Voting Representatives:</b>		
Mr. Stephen Jones	X	
Ms. Sarah Thompson	X	
Ms. Brittney McBride	X	
<b>Parent Voting Representatives:</b>		
Mr. Jess Segovia	X	
Mr. John Lee	X	
<b>Community Voting Representatives:</b>		
Mr. Marshall Mayotte	X	
Mr. Michael Schlesinger		X
<b>Non-Voting Administration Reports:</b>		
Dr. Sharon Weir	X	
Dr. Tanisha Barnett	X	
Mr. Mark Herrera	X	
Mr. Brian Straka	X	
Mrs. Larika Clark	X	
<b>Classified Voting Representatives:</b>		



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Ms. Kizmet White	X		
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**II. BOARD FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953 (e)**

*The Charter School Governance Council determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Governance Council has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the members to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.*

**A. Local Control Accountability Plan (LCAP) Public Hearing**

**III. COMMUNICATIONS:**

**A. ORAL COMMUNICATIONS - PUBLIC COMMENT:**

Representatives from the WLA Sawtelle Neighborhood Council

**B. FOR INFORMATION: THE PRINCIPAL/DIRECTOR'S REPORT**

**i. May 2023 Director's Report**

**C. FOR INFORMATION BOARD/STAFF DISCUSSIONS**

*Board and staff discuss items of mutual interest*

**IV. CONSENT AGENDA**

*All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The principal/director recommends approval of all consent agenda items.*

**A. Board Minutes for Meeting on March 21, 2023 and Special Meeting on April 27, 2023**

It is recommended that the Governance Council approve the meeting minutes for March 21, 2023 and April 27, 2023.				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	John Lee	<b>Second:</b>	Brittney McBride	<b>Vote:</b> 7-1-0
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> None				



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**V. ITEMS SCHEDULED FOR ACTION:**

**A. BUSINESS**

1. [New West Charter Financials](#)  
[EdTec March 2023 Financials](#)  
[March & April CC & Check Register](#)

It is recommended that the Governance Council approve the March 2023 Financials and the March 2023 & April 2023 Credit Card and Check Registers as presented by Dorothy Lee and Meagan Miller, Edtec Charter Management Company			
<b>Action:</b>	<b>APPROVED</b>		
<b>Motion:</b>	John Lee	<b>Second:</b>	Kizmet White
		<b>Vote:</b>	7-1-0
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White			
<b>Absent:</b> Michael Schlesinger			
<b>Abstain:</b> None			

2. [Approve Tax Form 990](#)

It is recommended that the Governance Council approve Tax Form 990 as prepared by Feddersen & Company			
<b>Action:</b>	<b>APPROVED</b>		
<b>Motion:</b>	John Lee	<b>Second:</b>	Marshall Mayotte
		<b>Vote:</b>	7-1-0
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White			
<b>Absent:</b> Michael Schlesinger			
<b>Abstain:</b> None			

3. [Approve Closure of JP Morgan/First Republic Bank Account](#)

It is recommended that the Governance Council approve the closure of the JP Morgan/First Republic Bank Account			
<b>Action:</b>	<b>APPROVED</b>		
<b>Motion:</b>	John Lee	<b>Second:</b>	Marshall Mayotte
		<b>Vote:</b>	7-1-0
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White			
<b>Absent:</b> Michael Schlesinger			
<b>Abstain:</b> None			



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**4. Approve Investment Policy**

It is recommended that the Governance Council approve the Investment Policy as presented by Dorothy Lee, Edtec Charter Management Company				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	Jess Segovia	<b>Second:</b>	Marshall Mayotte	<b>Vote:</b> <u>7-1-0</u>
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> None				

**5. The New West Charter Governance Council will consider approval of the Resolution authorizing submission of the New West Charter Renewal Petition**

It is recommended that the Governance Council approve the resolution to authorize Dr. Sharon Weir, Executive Director and Dr. Tanisha Barnett, Assistant Director to submit the New West Charter Renewal Petition.				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	Steven Jones	<b>Second:</b>	Kizmet White	<b>Vote:</b> <u>7-1-0</u>
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> None				

**6. Approve updates to the New West Charter Fiscal Policy and Procedures Manual**

It is recommended that the Governance Council approve the updated Fiscal Policy & Procedures Manual as presented by Dorothy Lee, Edtec Charter Management Company				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	John Lee	<b>Second:</b>	Jess Segovia	<b>Vote:</b> <u>7-1-0</u>
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> None				



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**7. Approve 2023-2024 Teacher PayScale and Classified Staff Increase**

The 2023-2024 Teacher Payscale and Classified Staff Increase was discussed and final vote will take place at the June 13, 2023 Governance Council Meeting				
<b>Action:</b>	<b>None</b>			
<b>Motion:</b>	None	<b>Second:</b>	None	<b>Vote:</b> <u>0-0-0</u>
<b>In Favor: None</b>				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> Kizmet White, Jess Segovia, Steven Jones, Sarah Thompson, Brittney McBride				

**8. Approve the 2023-2024 New West Charter Employee Handbook**

It is recommended that the Governance Council approve 2023-2024 Employee Handbook as prepared by Jackson Lewis				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	Steven Jones	<b>Second:</b>	John Lee	<b>Vote:</b> <u>7-1-0</u>
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> None				

**9. The New West Charter Governance Council will consider approval of the corporate Bylaws**

It is recommended that the Governance Council approve the corporate Bylaws				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	John Lee	<b>Second:</b>	Marshall Mayotte	<b>Vote:</b> <u>7-1-0</u>
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> None				

**10. The New West Charter 2023-2024 School Calendar**

It is recommended that the Governance Council approve the updated 2023-2024 School Calendar				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	Jess Segovia	<b>Second:</b>	John Lee	<b>Vote:</b> <u>7-1-0</u>



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<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White
<b>Absent:</b> Michael Schlesinger
<b>Abstain:</b> None

**11. LACOE Certification of Signatures**

It is recommended that the Governance Council approve the LACOE Certification of Signatures				
<b>Action:</b>	<b>APPROVED</b>			
<b>Motion:</b>	John Lee	<b>Second:</b>	Marshall Mayotte	<b>Vote:</b> 7-1-0
<b>In Favor:</b> Steven Jones, Brittney McBride, Sarah Thompson, John Lee, Jess Segovia, Marshall Mayotte, Kizmet White				
<b>Absent:</b> Michael Schlesinger				
<b>Abstain:</b> None				

**VI. CLOSED SESSION:**

No items listed

**VII. ADJOURNMENT:** *The meeting was adjourned at 5:31pm*

*May 16, 2023 New West Governance Council Meeting Minutes prepared by:*

*Kizmet White  
NWC Governance Council Secretary*



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**This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.**

MEETING AGENDA & RELATED MATERIALS

Agendas for regular board meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of board members.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting New West Charter 1905 South Armacost Avenue | Los Angeles, CA 90025 | 310.943.5444 | [www.newwestcharter.org](http://www.newwestcharter.org)

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact New West Charter 1905 South Armacost Avenue | Los Angeles, CA 90025. In addition, if you would like a copy of any record related to an item on the Agenda, please contact Sharon Weir or Kizmet White at 310.943.5444.