



## **TOWN OF WESTLAKE TOWN COUNCIL AND WESTLAKE ACADEMY BOARD OF TRUSTEES JOINT WORK SESSION AGENDA**

1500 SOLANA BLVD, BUILDING 7, SUITE 7100, COUNCIL CHAMBER  
WESTLAKE, TX 76262

**MARCH 30, 2020**

**5:00 P.M.**

**WORKSHOP**

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the Westlake Town Council and Westlake Academy Board of Trustees will conduct the joint workshop scheduled at 5:00 p.m. on Monday, March 30, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the telephonic meeting will be made and will be available to the public. The public toll-free dial-in number to participate in the telephonic meeting is: (800) 309-2350; Conference ID: 4300941 Callers may also dial the local number (817) 916-8035; Conference ID: 4300941 to participate.

**THE REGULAR MEETING OF THE BOARD OF TRUSTEES WILL BEGIN IMMEDIATELY FOLLOWING THE CONCLUSION OF THE JOINT TOWN COUNCIL AND BOARD OF TRUSTEES WORKSHOP.**

### *Vision Statement*

*An oasis of natural beauty that maintains our open spaces in balance with distinctive development, trails, and quality of life amenities amidst an ever expanding urban landscape.*

## **Joint Work Session**

### **1. CALL TO ORDER – TOWN COUNCIL**

### **2. CALL TO ORDER – BOARD OF TRUSTEES**

- 3. CITIZEN COMMENTS:** This is an opportunity for citizens to address the Council on any matter whether or not it is posted on the agenda. Any person desiring to make a public comment must first be recognized by the presiding officer and sign in at the podium with their name and address. Individual citizen comments are normally limited to three (3) minutes; however, time limits can be adjusted by the presiding officer. The presiding officer may ask the citizen to hold their comment on an agenda item if the item is posted as a Public Hearing. The Council cannot by law take action nor have any discussion or deliberations on any presentation made to the Council at this time concerning an item not listed on the agenda. The Council will receive the information, ask staff to review the matter, or an item may be noticed on a future agenda for deliberation or action.

### **4. DISCUSSION ITEMS**

- a. Discussion regarding municipal and academic staff actions related to COVID-19.

### **5. COUNCIL RECAP / STAFF DIRECTION**

## **6. ADJOURNMENT OF JOINT WORK SESSION**

**ANY ITEM ON THIS POSTED AGENDA COULD BE DISCUSSED IN EXECUTIVE SESSION AS LONG AS IT IS WITHIN ONE OF THE PERMITTED CATEGORIES UNDER SECTIONS 551.071 THROUGH 551.076 AND SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.**

### **CERTIFICATION**

I certify that the above notice was posted at the Town Hall of the Town of Westlake, 1500 Solana Blvd., Building 7, Suite 7100, Westlake, TX 76262, March 27, 2020, by 5:00 p.m. under the Open Meetings Act, Chapter 551 of the Texas Government Code.

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Todd Wood, Town Secretary

If you plan to attend this public meeting and have a disability that requires special needs, please advise the Town Secretary 48 hours in advance at 817-490-5710 and reasonable accommodations will be made to assist you.

# Town Council / Board of Trustees

Item # 3 – Citizen  
Comments

**CITIZEN COMMENTS:** This is an opportunity for citizens to address the Board on any matter whether or not it is posted on the agenda. Any person desiring to make a public comment must first be recognized by the presiding officer and sign in at the podium with their name and address. Individual citizen comments are normally limited to three (3) minutes; however, time limits can be adjusted by the presiding officer. The presiding officer may ask the citizen to hold their comment on an agenda item if the item is posted as a Public Hearing. The Board cannot by law take action nor have any discussion or deliberations on any presentation made to the Board at this time concerning an item not listed on the agenda. The Board will receive the information, ask staff to review the matter, or an item may be noticed on a future agenda for deliberation or action.



**TYPE OF ACTION**

Regular Meeting - Consent

**Westlake Board Meeting  
Monday, March 30, 2020**

**TOPIC:** Consider a Resolution relating to emergency modifications to policies, closure of Westlake Academy and the expenditure of public funds during the Governor-declared state of disaster to mitigate effects of Covid-19.

**STAFF CONTACT:** Amanda DeGan, Superintendent

**Strategic Alignment**

<b><u>Vision, Value, Mission</u></b>	<b><u>Perspective</u></b>	<b><u>Curriculum</u></b>	<b><u>Outcome Objective</u></b>
<b>Vision: Westlake Academy inspires college bound students to achieve their highest individual potential in a nurturing environment that fosters the traits found in the IB Learner Profile.</b>	<b>Academic Operations</b>	<b>PYP / MYP / DP</b>	<b>Improve the Efficiencies of Operational Systems</b>
<b><u>Strategic Initiative</u></b>			
Outside the Scope of Identified Strategic Initiatives			

**Time Line - Start Date: March 30, 2020    Completion Date: Ongoing**

**Funding Amount: N/A    Status - N/A    Source - N/A**

**EXECUTIVE SUMMARY (INCLUDING APPLICABLE ORGANIZATIONAL HISTORY)**

The proposed resolution provides the Superintendent the capability to make decisions that will be in the best interests of the Academy and its students, parents and employees and place the Academy in the best position to resume its normal operations with its students, parents and staff

as soon as it is safe to do so. This will include the authority to modify the Academy's locally-adopted Board policies, establish methods of remote instruction, make emergency procurements, make changes to provide paid leave to exempt and/or non-exempt employees.

This Resolution shall be for a period of forty-five (45) days following the adoption of this Resolution, or until the March 13, 2020 Disaster Declaration is lifted or expires, whichever occurs later.

#### RECOMMENDATION

Staff recommends approval

#### ATTACHMENTS

Resolution 20-02

# **Town Council / Board of Trustees**

Item # 4 – Discussion  
Items

- a. Discussion regarding municipal and academic staff actions related to COVID-19.

# Board of Trustees

## Item # 5 – Future Agenda Items

**FUTURE AGENDA ITEMS:** Any Board member may request at a workshop and / or Board meeting, under "Future Agenda Item Requests", an agenda item for a future Board meeting. The Board member making the request will contact the Superintendent with the requested item and the Superintendent will list it on the agenda. At the meeting, the requesting Board member will explain the item, the need for Board discussion of the item, the item's relationship to the Board's strategic priorities, and the amount of estimated staff time necessary to prepare for Board discussion. If the requesting Board member receives a second, the Superintendent will place the item on the Board agenda calendar allowing for adequate time for staff preparation on the agenda item.

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# **Board of Trustees**

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Item #5 – Adjournment  
Regular Session

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