



Organizational Structure of the Town of Westlake

March 7, 2022

History of the Town’s “Structure”

- Incorporated in 1956
- Council Manager Form of Government
- First Town Manager Hired
 - Responsibilities of Town Manager
 - Outlined in Ordinances of Town

Westlake Residents

Town Council (Board of Trustees)

Municipal Services

Planning and
Zoning
Commission

Public Art
Committee

Historical
Society

Residents who live
in Westlake

Businesses in
Westlake

Developments in
Westlake

Employees who
work in Westlake

Academic Services

House of
Commons

Campus
Leadership Team

Westlake Academy
Foundation

Westlake Academy
Athletic Club

Students of WA

Primary Boundary
Parents

Employees of WA

Extended
Boundary Parents

Town of Westlake

(WA Charter Holder)

Municipal Services

Fire/EMS
Police

Public Works
Development

Municipal Court
Parks and Rec.

Facilities
Town Secretary

Finance
Human Resources

Information
Technology

Communications

Academic Services

Primary Years
Programme

Middle Years
Programme

Diploma Years
Programme

Academy
Foundation Staff

Athletics

Organizational Leadership

- Town Manager as CEO/Superintendent
- Municipal Department Head Roles
- Central Administration Officer - TEA
 - Head of School / Executive Principal / Executive Director
- Campus Administration Officer - TEA
 - Programme Principals, Assistant Principals, IB Coordinators

Charter Schools in Texas

- TEA grants charters based on an extensive application and review process.
- TEA contracts with selected entities to operate an open-enrollment charter school (Charter is the contract between TEA and charter holder).
- Town of Westlake (Charter Holder)
- Town Council (Governing Body of Charter Holder & Charter School)
- Town Manager/Superintendent (CEO)
- Example of Charter School Structures

Texas Charter Schools - Nondelегable Duties

- Charter Holder Governing Body
 - final authority to hear grievances;
 - final authority to adopt/amend charter school budget & authorize expenditure of state funds;
 - final authority to plan for the maintenance of public records;
 - final authority to adopt policies governing charter school operations;
 - final authority to approve audit reports; or
 - final authority select, direct and evaluate chief executive officer/superintendent
- Chief Executive Officer/Superintendent
 - Organize the charter school's central administration;
 - Approve reports/data submissions required by law; or
 - Select & terminate charter school employees

Questions about Structure

- Why is Westlake Academy a component unit (department) of the Town of Westlake?
 - Should it be separated?
- What roles do the Superintendent and Executive Director perform for the Academy?
- What are the financial ‘pros and cons’ for the campus with our current structure?