

# AGENDA

## BOARD OF DIRECTORS BULLIS CHARTER SCHOOL

102 West Portola Avenue, Los Altos, CA 94022  
Room 35

December 3, 2018  
7:00 pm

### Regular Board Meeting

#### INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Bullis Charter School (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.”
3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes at the discretion of the Board Chairperson, and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to three (3) minutes, at the discretion of the Board Chairperson, when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
6. Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.

#### Americans with Disabilities

The Bullis Charter School adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact us at least 48 hours in advance at [info@bullischarterschool.com](mailto:info@bullischarterschool.com). All efforts will be made for reasonable accommodations.

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by the Board Chair at \_\_\_\_\_.

**B. ROLL CALL**

		Present	Absent
Ben Byon	(6/30/21)	_____	_____
Andrea Eyring	(6/30/19)	_____	_____
Joe Hurd	(6/30/21)	_____	_____
David Jaques	(6/30/20)	_____	_____
Francis La Poll	(6/30/21)	_____	_____
Clara Roa	(6/30/20)	_____	_____
Ann Waterman Roy	(6/30/19)	_____	_____
Trenna Sutcliffe	(6/30/20)	_____	_____
Rich Ying	(6/30/19)	_____	_____

**C. APPROVAL OF AGENDA**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote: \_\_\_\_\_

**II. COMMUNICATIONS**

**A. ORAL COMMUNICATIONS:** Non-agenda items: no individual presentation shall be for more than three (3) minutes, at the discretion of the Board Chairperson, and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

**B. For Information: Principal/Administrator's Report**

This is a presentation of information that has occurred since the previous Board meeting.

**C. For Information: Board/Staff Discussions**

**III. CONSENT AGENDA ITEMS**

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 Superintendent/Principal recommends approval of all consent agenda items.

- 1. Minutes** Approval of the Minutes from the November 5, 2018 Board meeting
- 2. Minutes** Approval of the Minutes from the November 9, 2018 Special Board meeting
- 3. Check Register** Approval of the October 2018 Check Register

**APPROVAL OF CONSENT AGENDA**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote: \_\_\_\_\_

**IV. INFORMATION/ACTION ITEMS**

**1. Mission Moments – China Trip**

BCS teachers will provide an overview of this year’s 8<sup>th</sup> grade non-programmatic trip. (10 minutes)

**2. Financial Update**

Trevor Skelton, Edtec, will provide a review of the 2018-2019 year-to-date financials. (10 minutes)

**3. 1st Interim Financial Report 2018-2019**

The Board will review the 2018-2019 1<sup>st</sup> Interim Report for approval. (10 minutes)

**4. 2017-2018 Independent Auditor’s Report**

The Board will review and take action on the draft Bullis-Purissima Elementary School’s Audit Report and Financial Statements for the year ended June 30, 2018 prepared by CLA (CliftonLarsonAllen). (10 minutes)

**5. Financial Analysis**

The Board members will have an opportunity to provide input on potential financial analysis the Finance Committee may take on this year. (5 minutes)

**6. Finance Committee Members**

Andrea Eyring, Treasurer, will bring to the board the Bullis Boosters Club’s representative, Aileen Tang, to serve on the 2018-2019 Finance Committee for formal appointment. (2 minutes)

**7. 2018-2019 BCS LCAP – Local Priorities**

Cynthia Bricton, Principal, will identify measures of progress for BCS 2018-2019 LCAP Local Priorities as required by Santa Clara County Office of Education for board and public comment. (10 minutes)

**V. CLOSED SESSION**

The Board will hold a Closed Session to consider and/or take action upon any of the following items:

**1. Conference with Legal Counsel – Anticipated Litigation (Gov. Code §54956.9(d)(2) and (4).)**

**2. Public Employee Performance Evaluation (Section 54957)**

Founding Superintendent

**VI. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION**

RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at \_\_\_\_\_. The Board of Directors will report out any action taken in closed session, if any.

**VII. FUTURE AGENDA ITEMS**

The Board will consider items for future Board Meeting Agendas.

<b>Date</b>	<b>Anticipated Topics &amp; School Events (subject to change)</b>
December 3, 2018	Board Meeting North Campus MPR - 7:00 pm
December 7, 2018	CALPADS Fall 1 Amendment Deadline
December 7, 2018	Coffee w/the Board North Campus – Room 35 – 8:45 am
December 7, 2018	Winter Choral - Winter Choral Concert First United Methodist Church of Palo Alto - 6:30 pm - 8:30 pm
December 8, 2018	Student Council Movie Night South Campus – 10:45 am - 4:45 pm

December 8, 2018	BCS Middle School Strings Performing at The Great Dickens Christmas Fair Cow Palace Exhibition Halls, San Francisco – 12:30pm & 1:30
December 12, 2018	Coffee w/the Board North Campus – Room 35 – 2:45 pm
December 13, 2018	Middle School Musical Legally Blonde Performance North Campus MPR – 7:00 pm - 9:30 pm
December 14, 2018	Coffee w/the Board South Campus – Room 11 – 8:45 am
December 14, 2018	Middle School Musical Legally Blonde Performance North Campus MPR – 7:00 pm - 9:30 pm
December 15, 2018	Finance - Reporting & Compliance - Audit Report - Prior Fiscal Year Due
December 15, 2018	Finance - Reporting & Compliance - 1st Interim Financial Report Due
December 15, 2018	Middle School Musical Legally Blonde Performance North Campus MPR – 2:00 pm - 4:30 pm
December 15, 2018	Middle School Musical Legally Blonde Performance North Campus MPR – 7:00 pm - 9:30 pm
December 17, 2018	General Music Winter Concert (North: Grades K, 2, 4) North Campus MPR - 6:00 pm -6:50 pm
December 17, 2018	General Music Winter Concert (North: Grades 1, 3, 5) North Campus MPR - 7:10 pm -8:00 pm
December 18, 2018	Coffee w/the Board South Campus – Room 11 – 2:45 pm
December 18, 2018	General Music Winter Concert (North: Grades K, 2, 4) South Campus Blach MPR - 6:00 pm -6:50 pm
December 18, 2018	General Music Winter Concert (North: Grades 1, 3, 5) South Campus Blach MPR – 7:10 pm - 8:00 pm
December 24, 2018 – January 4, 2019	Winter Break
January 10, 2019	Math Circle (Grade K – 5) North Campus – MPR – 5:00 pm -7:30 pm
January 17, 2019	Spelling Bee (Grades – 3 to 8) South Campus Room 13 – 5:00 pm – 9:00 pm
January 21, 2019	School Closed in Observance of Martin Luther King 's Birthday
January 26, 2019	Julia Robinson Mathematics Festival (Grades 5-8) North Campus – MPR – 9:00 am – 12:00 pm

**VIII. ADJOURNMENT**

The meeting was adjourned at