

/MINUTES

**BOARD OF DIRECTORS
BULLIS CHARTER SCHOOL**

102 West Portola Avenue, Los Altos, CA 94022

**August 19, 2019
6:00 pm**

Regular Board Meeting

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order by Joe Hurd, Board Chair, at 6:00 pm.

B. ROLL CALL

		Present	Absent
David Jaques	(6/30/20)	<u>X</u>	_____
Clara Roa	(6/30/20)	<u>X</u>	_____
Trenna Sutcliffe	(6/30/20)	<u>X</u>	_____
Ben Byon	(6/30/21)	_____	<u>X</u>
Joe Hurd	(6/30/21)	<u>X</u>	_____
Francis La Poll	(6/30/21)	<u>X</u>	_____
Dorothy An	(6/30/22)	_____	<u>X</u>
Andrea Eyring	(6/30/22)	_____	<u>X</u>
Thomas Yih	(6/30/22)	_____	<u>X</u>

C. APPROVAL OF AGENDA

A motion to approve the agenda was made and passed unanimously.

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS

No one wished to address the Board.

B. For Information: Principal/Administrator's Report

Cynthia reported that the Principal's report is a part of item 3A.

C. For Information: Board/Staff Discussions

Deferred to item 3A.

III. INFORMATION/ACTION ITEMS

A. Presentation - Presentation of 2019-2020 Bullis Charter School Staff

Superintendent Köhn introduced the staff. Staff members introduced themselves to the Board.

Board Chair Joe Hurd expressed his appreciation and then moved to the board members. Members David Jaques, Thomas Yih, Francis LaPoll, Trena Sutcliffe, and Clara Roa expressed their appreciation for the staff.

The meeting recessed for 15 minutes to allow for reception in honor of the staff.

B. Board Retreat

The Board decided on November 15th, 2019 as the date for its annual Board Retreat.

C. BCS 2019-2020 Event Calendar

Board Chair Joe Hurd asked that board members attend any of the events listed below, if possible, and that they let him know which ones they are attending. He will then map these against the calendars to see if they have coverage for each event.

Date(s)	Event
August 26	New Family Orientation (South)
August 27	New Family Orientation (North)
September 4	Back to School Night - Middle School
September 10	Back to School Night - South
September 11	Back to School Night - North
September 14	New Family Reception
September 20	Fall Family Dinner
November 7-10	Drama Performances (Gr. 4-5, Both Campuses)
November 14-16	Drama Performances (Gr. 1-3, Both Campuses)
December 3	Winter Choral Concert
December 12-14	Middle School Musical
December 17-18	General Music Winter Concert
March 7	BCS Foundation Spring Benefit (Auction)
March 14	School Maker Faire (Grades K-8)
April 2	Middle School Pops Concert
April 16-18	4-5 Spring Musical - North

April 23-25	4-5 Spring Musical - South
April 30 - May 2	K-3 Spring Musical - North
May 7-9	K-3 Spring Musical - South
May 20	Spring Instrumental Concert
May 29	Spring Choral Concert
June 1	Dance Performance
June 2	Dance Performance
June 10	8th Grade Culmination Celebration

D. Update on Finance Committee Membership

A motion to move this item to after Closed Session (item IV) was made and passed.

Andrea Eyring, Finance Committee Chair, provided the Board with the following context on BCS Financial Policy re: membership on Finance Committee:

1. The Finance Committee shall include members of the BCS Board of Directors, the Bullis-Purissima Elementary School Foundation (Foundation), the Bullis Booster Club (BBC) and the community at large.
2. Nomination of Committee Members: The Board shall officially appoint all members based on recommendation by the Finance Committee Chair.
3. Term of Members: It is the expectation that each member serves a minimum term of two years.
4. Quorum: Quorum must be obtained to have an active committee meeting. To obtain quorum, more than half of the Finance Committee members must be in attendance.

She gave the following general recommendations:

- To get the members of this committee finalized and in place earlier in the year; indicated she expects to bring at additional names at upcoming board meeting(s).
- Keeping the number of BCS Board members on the committee to three (3) even though four is allowable (with regards to Brown Act). This would allow consult with one additional board member on topics that need their input (i.e. legal).

She then gave the following recommendation for 2019-2020 membership:

- Andrea Eyring – BCS Board & Chair
- Peter Jewett – Foundation Member
- Louise Tsoi – Foundation Member
- Aileen Tang – BBC Member
- Jennifer Gilbert – Member at Large
- Dora Yuen – Member at Large
- David Jaques – BCS Board Member
- Thomas Yih - BCS Board Member

- Hui-Chien Chang – Member at Large/Foundation
- Olivia Liao – Member at Large
- TBD – Member at Large

Finally, she expressed her gratitude having a community of such talented people that are willing to share their expertise as volunteers. Specifically, she acknowledged Leonora Teng, Member at Large, for her knowledge and expertise.

IV. CLOSED SESSION

The Board convened into Closed Session at 7:12pm to consider and/or take action upon the following items:

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

V. CONSENT AGENDA ITEMS

The Superintendent recommends approval of all consent agenda items.

- A. **Personnel** Approval of August 19, 2019 Personnel Report
 B. **Board Resolution** Approval to authorize Brian Köhn to sign on behalf the Board
#38-08-19

APPROVAL OF AGENDA

A motion to approve the items was made and passed unanimously.

VI. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

The meeting was reconvened to open session at 8:10pm. Joe Hurd, Board Chair, reported that no action had been taken.

VII. ADJOURNMENT

The meeting was adjourned at 8:16pm.