

MINUTES

**BOARD OF DIRECTORS
BULLIS CHARTER SCHOOL**

**102 West Portola Avenue, Los Altos, CA 94022
Room 41**

**September 9, 2019
6:00 pm**

Regular Board Meeting

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the Joe Hurd, Board Chair, at 6:06 pm.

B. ROLL CALL

		Present	Absent
David Jaques	(6/30/20)	X	
Clara Roa	(6/30/20)	X	
Trenna Sutcliffe	(6/30/20)	X	
Ben Byon	(6/30/21)	X	
Joe Hurd	(6/30/21)	X	
Francis LaPoll	(6/30/21)	X*	
Dorothy An	(6/30/22)	X	
Andrea Eyring	(6/30/22)	X	
Thomas Yih	(6/30/22)	X	

*Francis LaPoll arrived at 6:07 pm

C. APPROVAL OF AGENDA

A motion to approve the corrected agenda was made by Andrea Eyring, seconded by Trenna Sutcliffe, and passed unanimously.

II. CLOSED SESSION

Board chair opened the meeting for public comment. No members of the public provided any comments. The Board went into Closed Session at 6:07 pm to consider/take action upon the following items:

- A. **Conference with Legal Counsel – Anticipated Litigation (Gov. Code §54956.9(d)(2) & (4).)**
- B. **Public Employee Performance Evaluation (Section 54957)**
Founding Superintendent

III. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

The meeting was reconvened to open session at 7:27pm. Joe Hurd, Board chair, reported that no reportable action had been taken.

IV. COMMUNICATIONS

A. ORAL COMMUNICATIONS

The Board opened the meeting for public comment. No members of the public provided any comments.

B. For Information: Superintendent/Administrator Reports

Interim Superintendent, Brian Köhn, shared the following:

- He attended various Committee and other BCS-related groups meetings where many great ideas around how we can strengthen our school and support our constituents were discussed.
- Working on a strategic planning update presentation which he expects to present at the November Board meeting along with Dr. Lindsey Gunn of The Cambrian Group.
- There is lots of other work going on with partners/contractors related to communications and facilities.

Principal/Director of Instructional Services, Cynthia Bricton, shared the following:

- It was a busy but great start to the school year for teachers. She commended middle school teachers for their flexibility amongst all of the facilities challenges.
- New family orientations took place during the second week of school. This year, an evening session was added and was very well attended.
- Middle school team executed a new format for student orientations this year: Three (3) days at the beginning of year consisting of activities focused on community building, norm setting, and developing empathy amongst the middle school student population. These days set a good tone for the new year. Again commended middle school team for their willingness not just to try something new in the face of adversity (facilities challenges) but also use it as an opportunity to grow through adversity.

Assistant Principal, Dr. Billy Martin, shared the following:

- Beginning of year NWEA testing was coming to a close. Thanked Mauricio Romero, Director of Technology Operations, for his tireless work staying on top of roster changes and helping solve technical issues. This is BCS's 3rd year administering these benchmark assessments (1st year as a pilot with select teachers, 2 full years with all students).

C. For Information: Board/Staff Discussions

Board Member Trena Sutcliffe shared that her middle school student loved the orientation and commended staff for creating such an incredible experience for students. She also congratulated the South campus staff for their flexibility in trying out new Friday assembly locations/configurations (including outdoors) and also wondered about the challenges this created. Dr. Martin confirmed that assemblies would take place in shared Blach facilities as the schedule allowed and adjustments would be made as needed each week. Also expressed gratitude to the Blach staff for being very accommodating. Interim Superintendent Köhn also commended staff for smoothly assemblies at both campuses had been going.

Board Member Clara Roa shared that she attended the New Family Orientations and enjoyed meeting new families. She was also appreciative at seeing so many different representatives from the various BCS groups (BBC, Foundation, etc.) in attendance.

Board Member Andrea Eyring relayed that she had attended the first quarterly meeting along with BCS and District staff members where the main topic of discussion was sharing spaces. She gave her appreciation and kudos to administrative staff for working through all of the details so that BCS students and programs can utilize allotted facilities.

V. CONSENT AGENDA ITEMS

The Superintendent recommends approval of all consent agenda items.

- A. **Minutes** Approval of Minutes from the May 6, 2019 Board meeting
This item was pulled from the agenda.

B. **Minutes** Approval of Minutes from the May 6, 2019 Special Board meeting

A motion to approve agenda item V.B was made by David Jaques, seconded by Andrea Eyring, and passed by a vote of 7-0-2.

	Aye	Nay	Abstain	Absent
David Jaques	X			
Clara Roa	X			
Trenna Sutcliffe	X			
Ben Byon	X			
Joe Hurd	X			
Francis LaPoll	X			
Dorothy An			X	
Andrea Eyring	X			
Thomas Yih			X	

C. **Minutes** Approval of Minutes from the June 3, 2019 Board meeting

A motion to approve agenda item V.C was made by David Jaques, seconded by Andrea Eyring, and passed by a vote of 6-0-3.

	Aye	Nay	Abstain	Absent
David Jaques	X			
Clara Roa	X			
Trenna Sutcliffe	X			
Ben Byon	X			
Joe Hurd	X			
Francis LaPoll			X	
Dorothy An			X	
Andrea Eyring	X			
Thomas Yih			X	

D. **Minutes** Approval of Minutes from the June 24, 2019 Board meeting

Member Andrea Eyring noted the following change:

- Ms. Christie's last name was misspelled (Page 2)

A motion to approve Agenda Item V.D, as amended, was made by David Jaques, seconded by Andrea Eyring, and passed by a vote of 7-0-2.

	Aye	Nay	Abstain	Absent
David Jaques	X			
Clara Roa	X			
Trenna Sutcliffe	X			
Ben Byon	X			
Joe Hurd	X			
Francis LaPoll	X			
Dorothy An			X	
Andrea Eyring	X			
Thomas Yih			X	

E. **Minutes** Approval of Minutes from the June 25, 2019 Special Board meeting

A motion to approve agenda item V.E was made by David Jaques, seconded by Andrea Eyring, and passed by a vote of 6-0-3.

	Aye	Nay	Abstain	Absent
David Jaques	X			
Clara Roa	X			
Trenna Sutcliffe	X			
Ben Byon			X	
Joe Hurd	X			
Francis LaPoll	X			
Dorothy An			X	
Andrea Eyring	X			
Thomas Yih			X	

F. **Minutes** Approval of Minutes from the August 5, 2019 Board meeting

Member Andrea Eyring noted the following change:

- Back-up board meeting dates are in case we need an additional meetings (Page 2)

A motion to approve Agenda Item V.F, as amended, was made by David Jaques, seconded by Andrea Eyring, and passed by a vote of 7-0-2.

	Aye	Nay	Abstain	Absent
David Jaques	X			
Clara Roa	X			
Trenna Sutcliffe			X	
Ben Byon			X	
Joe Hurd	X			
Francis LaPoll	X			
Dorothy An	X			
Andrea Eyring	X			
Thomas Yih	X			

G. **Minutes** Approval of Minutes from the August 13, 2019 Special Board meeting

H. **Minutes** Approval of Minutes from the August 19, 2019 Board meeting

A motion to approve agenda item V.G & V.H was made by David Jaques, seconded by Andrea Eyring, and passed by a vote of 8-0-1.

	Aye	Nay	Abstain	Absent
David Jaques	X			
Clara Roa	X			
Trenna Sutcliffe	X			
Ben Byon			X	
Joe Hurd	X			
Francis LaPoll	X			
Dorothy An	X			
Andrea Eyring	X			
Thomas Yih	X			

- I. **Check Register** Approval of the BCS May 2019 Check Register
This item was pulled from the agenda.
- J. **Check Register** Approval of the BCS June 2019 Check Register
This item was pulled from the agenda.
- K. **Check Register** Approval of the BCS July 2019 Check Register
This item was pulled from the agenda.
- L. **Unaudited Actuals** Approval of the Unaudited Actuals for the 2018-2019 school year

A motion to approve agenda item V.L was made by David Jaques, seconded by Andrea Eyring, and passed unanimously.

VI. INFORMATION/ACTION ITEMS

A. **Update on Superintendent Search**

Ann Waterman Roy provided an update on the search for a new Superintendent. Board members asked questions regarding logistical considerations (i.e. proximity of firm, price comparison, etc.) as well as expressed their commitment to ensuring that the BCS mission and strategic plan remained a guiding influence in the search.

Ann indicated that the next step after establishing a formal contract/partnership with the firm would be stakeholder engagement (meetings, online surveys, etc.) that would allow them to generate a needs assessment which can then be used to narrow down job description.

B. **Facilities Update**

Andrea Eyring provided an update on the status of new facilities for this school year. Andrea said that she and staff were in constant communication with the District.

C. **LASD Community Engagement Process**

Francis LaPoll gave background on the formation of the LASD Community Engagement project team and his role reviewing project collateral for balance and representing BCS alongside fellow members Ben Byon and Andrea Eyring. They are requesting a strong board member showing from both the District and BCS be in attendance at the upcoming charrettes and workshops to ensure that BCS viewpoints and context are taken into consideration.

D. **2020 Board Retreat**

Board Chair Joe Hurd facilitated discussion about the upcoming Board Retreat. The original date of November 15, 2019 (confirmed at 8/19/19 meeting) was no longer tenable due to a conflict with board member Byon's schedule. An alternate date of November 1, 2019 was discussed and agreed upon. Staff will look into arranging logistics and securing location that is local and can accommodate the new date. Board members Clara Roa and David Jaques will develop agenda and come back at next board meeting with proposals.

E. **Finance Committee Membership**

Andrea Eyring brought her recommendations to the board on needed adjustments to the membership of the 2019-2020 Finance Committee. They were as follows:

- Martha McClatchie to replace Aileen Tang (who is moving) for BBC representative
- Replace Peter Jewett who is resigning from the Foundation board
- Recruit one more member-at-large

A motion to approve Board member Eyring's recommendations was made by David Jaques, seconded by Joe Hurd, and passed unanimously.

VII. **CLOSED SESSION**

The Board convened into Closed Session at 8:25pm to consider and/or take action upon any of the following items:

- A. **Public Employee Performance Evaluation (Section 54957)**
Interim Superintendent
- B. **Public Employee Performance Evaluation (Section 54957)**
Founding Superintendent

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

The meeting was reconvened to open session at 10:21 pm and Joe Hurd, Board Chair, reported that there were no reportable actions taken in closed session.

IX. **ADJOURNMENT**

The meeting was adjourned at 10:23 pm.