

MINUTES

BOARD OF DIRECTORS BULLIS CHARTER SCHOOL

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

December 9, 2019
6:00 pm

Regular Board Meeting

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by Andrea Eyring at 6:04 pm.

B. ROLL CALL

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

*Trenna Sutcliffe arrived at 6:23 pm.

**Joe Hurd arrived at 6:12 pm.

C. APPROVAL OF AGENDA

A motion to approve the corrected agenda was made by David Jaques, seconded by Dorothy An, and passed unanimously.

II. PUBLIC COMMENT

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

III. **CLOSED SESSION**

The Board went into Closed Session at 6:05 pm to consider/take action upon the following items:

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

IV. **CONVENE OPEN SESSION**

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

V. **PUBLIC COMMENT**

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

VI. **BOARD COMMENTS / REPORTS**

A. **Superintendent/Administrator Reports**

Interim Superintendent, Brian Köhn, deferred his report in the interest of time.

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

- Student Performances - Fall plays and choral concerts well executed; middle school musical and general music concerts to come this month
- Open Enrollment Parent Information Night - Held for prospective K-5 families on November 22nd in Egan MPR included staff and student speakers and was well attended.
- International Visitors - Visiting educators from ATM English in China toured campus and met with BCS teachers and staff to discuss our PBL and S.T.E.A.M programs
- Wellness Committee - Invited BCS Counselor, Marina Shepherd, and parent, Chris Welborn, to speak about the work of this committee which is focused on mental health considerations, such as suicide prevention, through initiatives such as a Parent Education Series and working with organizations like Challenge Success and Aspire.

B. **Board/Staff Reports**

Board Chair Joe Hurd reported that he also attended the choral concert and thought that it was a great way to kick off the holiday season. He also thanked all of the parents who helped by volunteering.

VII. CONSENT ITEMS

The Superintendent recommended approval of all consent agenda items.

A. Minutes

Approval of Minutes from the November 1, 2019 Special Board meeting

B. Minutes

Approval of Minutes from the November 5, 2019 Board meeting

C. Check Register

Approval of the BCS October 2019 Check Register

A motion to approve agenda items VII.A, VII.B, & VII.C was made by David Jaques, seconded by Thomas Yih, and passed unanimously.

VIII. INFORMATION/ACTION ITEMS

A. Strategic Planning Update

Members of the Strategic Planning Team presented their work on revisions they felt should be made to the BCS Strategic Plan. Board members heard their recommendations and agreed that further clarification was needed on the process and timeline. Board Chair Joe Hurd requested that staff come back and present on this at an upcoming board meeting.

B. Financial Update

Trevor Skelton, EdTec, provided a financial update on the school, including BCS actuals through October and updated forecast information.

C. 2019-2020 1st Interim Financial Report

The Board reviewed a draft of the 1st Interim Financial Report.

A motion to approve the 1st Interim Financial Report draft as presented was made by Dorothy An, seconded by David Jaques, and passed unanimously.

D. 2018-2019 Audit Report

The Board reviewed a draft of the audit report prepared by Eide Bailey.

A motion to approve the audited financial statements, subject to final review by the Finance Subcommittee, was made by David Jaques, seconded by Thomas Yih, and passed unanimously.

IX. CLOSED SESSION

The Board convened into Closed Session at 8:27 pm to consider and/or take action upon any of the following items:

- A. **Public Employee Performance Evaluation (Gov. Code §54957)**
Founding Superintendent

- B. **Conference with Legal Counsel – Anticipated Litigation (Gov. Code §54956.9(d)(2) & (4).)**

X. REPORT OUT OF CLOSED SESSION

The meeting was reconvened to open session at 9:56 pm and Joe Hurd, Board Chair, reported that there were no reportable actions taken in closed session.

XI. ADJOURNMENT

The meeting was adjourned at 9:57 pm.