

MINUTES

Approved
April 13, 2020

BULLIS CHARTER SCHOOL BOARD OF DIRECTORS

Primary Meeting Location:

102 West Portola Avenue, Los Altos, CA 94022 (North Campus), Room 41

Two-Way Teleconference Location *[pursuant to Ed. Code §47604.1(c)(1)(B)]*:

1124 Covington Road, Los Altos, CA 94024 (South Campus), Room 8

March 2, 2020

6:00 pm

Regular Board Meeting

Member Joe Hurd teleconferenced from: Melia White House Hotel, Albany St., London W1, Room 470

I. PRELIMINARY

A. **CALL TO ORDER**

Meeting was called to order by Francis La Poll, acting Board Chair, at 6:00 pm.

B. **ROLL CALL**

		Present	Absent
David Jaques	(6/30/20)	<u>X</u>	<u> </u>
Clara Roa	(6/30/20)	<u>X</u>	<u> </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>

*Joe Hurd arrived at 6:05 pm.

**Thomas Yih arrived at 6:01 pm.

C. **APPROVAL OF AGENDA**

A motion to approve the agenda was made by Andrea Eyring, seconded by Trenna Sutcliffe, and passed 7-0.

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

II. REPORT OUT OF CLOSED SESSION

Acting Board Chair, reported that no actions were taken during closed session on February 27, 2020.

III. PUBLIC COMMENT

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

IV. CLOSED SESSION

The Board went into Closed Session at 6:03 pm to consider/take action upon the following items:

- A. **Public Employee Performance Evaluation (Gov. Code §54957) - Founding Superintendent**
- B. **Public Employee Performance Evaluation (Gov. Code §54957) - Interim Superintendent**
- C. **Public Employment (Gov. Code §54957) - Executive Director/Superintendent**
- D. **Public Employment (Gov. Code §54957) - Principal**
- E. **Conference with Legal Counsel - Anticipated Litigation (Gov. Code §54956.9(d)(2) & (4).)**

NOTE: Joe Hurd left meeting at 6:20 pm.

V. CONVENE OPEN SESSION

The meeting was reconvened to open session at 7:05 pm. Acting Board chair, reported that no reportable action had been taken.

VI. PUBLIC COMMENT

Acting Board chair opened the meeting for public comment. No public comments were provided.

VII. BOARD COMMENTS / REPORTS

A. Superintendent/Administrator Reports

Principal/Director of Instructional Services, Cynthia Brietson, shared on the second middle school intersession, including the following highlights:

- 6th graders worked to develop unique ways to address challenges countries face due to tourism and climate change, such as simulation “Town Hall” events on ecotourism. They plan to present their work at the World Savvy Festival & Competition later in the month.
- 7th graders took the applied arts skills they learned in their 1st intersession and used them to help their community through various projects such as sewing plushies for Stanford Children’s Hospital and “reading pillows” for BCS 2nd graders, making keychains for BCS kindergarteners, and helping prepare food for a local homeless shelter.
- 8th graders worked collaboratively in small teams to design a “school of the future” for the SchoolsNEXT Design Competition. They received coaching from industry experts on topics such as sustainable design and presented their final designs to a panel of judges. The top team will be moving onto the Southwest Regional Round of the competition with the hopes of advancing to the National Round later this Spring.
- A small group of students also went around gathering video footage which they used to create a vignette about intersessions using the tools in our new Digital Media Lab.

B. Board/Staff Reports

Member Dorothy An visited the middle school intersession in person and appreciated seeing all of the examples of collaborative and dynamic learning.

VIII. CONSENT ITEMS

The Superintendent recommended approval of all consent agenda items.

A. Minutes Approval of Minutes from the February 3, 2020 Board meeting

A motion to approve agenda item VII.A. was made by Andrea Eyring, seconded by David Jaques, and passed 6-0-2.

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

B. Minutes Approval of Minutes from the February 27, 2020 Special Board meeting

C. Check Register Approval of the BCS January 2020 Check Register

A motion to approve agenda item VII.B. & VII.C. was made by Andrea Eyring, seconded by David Jaques, and passed 8-0.

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

D. Safety Plan Approval of the 19-20 SB 187 Comprehensive School Safety Plan

This item was pulled from consent agenda and moved to after information/action item IX.E.

IX. INFORMATION/ACTION ITEMS

A. **Strategic Planning**

Interim Superintendent Brian Köhn, Lisa Stone, and Alan Simpson presented on the following action plans to focus on for the remainder of the current school year:

- Strategy 1, Action Plan #2: We will utilize indoor and outdoor spaces to spark student curiosity, encourage risk-taking, and instill an excitement for learning.
- Strategy II, Action Plan #2a & 2b: Develop an innovative student evaluation system that accurately reflects the BCS definition of student success and provides a comprehensive, descriptive characterization, including SEL, of each child's path to success.
- Strategy IV, Action Plan #1: Parents are engaged in the BCS community and volunteer at a level that exceeds our needs in quality and amount. updates on the BCS Strategic Plan as well proposed next steps in the process moving forward.

Additionally, Interim Superintendent Köhn and members of the Strategic Planning Team provided their recommendations for moving forward with refreshing the BCS Strategic plan.

A motion to move forward with focussing on the three action plans as presented for the current school year was made by Andrea Eyring, seconded by Trenna Sutcliffe, and passed 8-0.

		Aye	Nay	Abstain	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>	_____	_____	_____

B. **2nd Interim Financial Report**

Trevor Skelton and Irene Chen, EdTec, presented this report for the 2019-2020 fiscal year.

A motion to adopt the report as presented was made by David Jaques, seconded by Andrea Eyring, and passed 8-0.

		Aye	Nay	Abstain	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. Auditor Selection

The Board reviewed and discussed the Finance Committee's recommendation to engage with EideBailly, LLP in a 2-year contract as BCS's auditing firm for the fiscal years ending June 30, 2020 and 2021.

NOTE: This item was moved before information/action item IX.B.

A motion to authorize the contract with EideBailly, LLP with the addition of language allowing for opting-out after first year of contract in the case of dissatisfaction or reassignment of personnel in charge of audits was made by Francis La Poll, seconded by David Jaques and passed 8-0.

		Aye	Nay	Abstain	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>	_____	_____	_____

D. 2020-2021 Board Nominations

The Board discussed the process for nominating board members to fill open board spots for the 2020-2021 school year. Board members expressed their desire to have long-term candidates with diverse viewpoints and varied skill sets who will support the school's mission.

E. 2019-2020 Board Meeting Calendar Amendment

The Board discussed the need to add an additional regular meeting date to vote on a contract for the new Superintendent.

NOTE: This item was moved before information/action item IX.C.

A motion to amend the board meeting calendar, adding a regular meeting on March 9th was made by Andrea Eyring, seconded by Thomas Yih, and passed 8-0.

		Aye	Nay	Abstain	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>	_____	_____	_____

F. 19-20 SB 187 Comprehensive School Safety Plan

The Board discussed the school safety plan draft introduced with consent agenda.

A motion to adopt the plan upon review by staff assuring all board policies are consistent with current approved versions was made by Andrea Eyring, seconded by Trenna Sutcliffe, and passed 8-0.

		Aye	Nay	Abstain	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>	_____	_____	_____

X. CLOSED SESSION

The Board went into Closed Session at 9:13 pm to consider/take action upon the following items:

- A. **Public Employee Performance Evaluation (Gov. Code §54957) - Founding Superintendent**
- B. **Public Employee Performance Evaluation (Gov. Code §54957) - Interim Superintendent**
- C. **Public Employment (Gov. Code §54957) - Executive Director/Superintendent**
- D. **Public Employment (Gov. Code §54957) - Principal**
- E. **Conference with Legal Counsel - Anticipated Litigation (Gov. Code §54956.9(d)(2) & (4).)**

XI. ADJOURNMENT

The meeting was adjourned at 10:22 pm.