

**MINUTES**  
**BOARD OF DIRECTORS**  
**BULLIS CHARTER SCHOOL**

Approved December 5, 2016
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**102 West Portola Avenue, Los Altos, Ca 94022**

**October 10, 2016**  
**7:00 pm**

**Regular Board Meeting**

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by John Phelps, Board Chair, at pm.

**B. ROLL CALL**

		Present	Absent
Jennifer Carolan	(6/30/17)	_____	__x__
Tom Dennedy	(6/30/17)	__x__	_____
Andrea Eyring	(6/30/19)	__x__	_____
Joe Hurd	(6/30/18)	_____	__x__
David Jaques	(6/30/18)	__x__	_____
Francis La Poll	(6/30/18)	__x__	_____
John Phelps	(6/30/18)	__x__	_____
Ann Waterman Roy	(6/30/19)	__x__	_____
Rich Ying	(6/30/19)	__x__	_____

**C. APPROVAL OF AGENDA**

A motion to approve the agenda, as was made by Andrea Eyring, seconded by David Jaques, and passed by a vote of 7-0.

**II. COMMUNICATIONS**

**A. ORAL COMMUNICATIONS**

No one wished to address the Board.

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

This is a presentation of information that has occurred since the previous Board meeting. Assistant Principal Jennifer Anderson-Rosse shared the following information:

- Jenny Cheng, Kate Stephens, and Jennifer Anderson-Rosse attended the Innovate Fellowship on Sept. 28. The focus was on leading for excellence. They will meet again next Monday and Tuesday for a school tour of a school in Hayward. The focus of the tour will be on school design.

- The composting program started last week at the North campus for grades 1-5 students. It has been great with the help of 5th grade students, parent volunteers, Wendy Chu, Christine DiBona, and Jessica Lura
- PLCs (Professional Learning Communities) have begun last week. Some of the self-selected areas that the teachers in the PLCs are focusing on this year are: Social Emotional Learning, NGSS Best Practices, Differentiated Instruction, Cloze reading and writing, and Using PBL in Math.
- The first day of Teacher Cohort of the SCCOE/BCS STEAM Practicum, held last Thursday, was a success with over 31 participants. The first Administrative Cohort will meet on November 3rd
- Intersession for the middle school students has begun. This year, a new 7<sup>th</sup> grade Applied Arts Intersession is being designed and implemented by Director of Innovation, Sharon Thompson, and Art Specialist, Andrew Lipson.
- Congratulations to Gillian Boal-Thowson, PE Specialist, who will receive the Cares and Shares Award this Thursday.
- Extra-curriculars and co-curriculars began the week of September 26th. The students are very excited about their classes and the feedback has been positive.
- The BBC Walk-a-Thon will be held this Saturday at the South campus from 9am-2pm.

Assistant Principal Alison Schwartzbaum shared the following information:

- Alison attended the EdLeader21 Conference with Jenny Cheng, Savannah Lunsford, and Wanny Hersey in Denver. Thank you to the Board their support of such wonderful staff development opportunities.
- FLG conferences are starting and will be held tomorrow and next Wednesday.

C. For Information: Board/Staff Discussions

Member Tom Dennedy updated the Board on the Parcel Tax campaign. Phone banks are taking place and the campaign received a generous contribution from the California Charter Schools Association.

**III. CONSENT AGENDA ITEMS**

The Superintendent/Principal recommends approval of all consent agenda items.

**1. 2017-2018 Open Enrollment**      Approval of the 2017-2018 Open Enrollment Dates

Andrea Eyring moved to approve the 2017-2018 Open Enrollment Period, November 1, 2016 to February 3, 2017. On a second by Ann Waterman Roy, motion was approved by a vote of 7-0.

**IV. INFORMATION/ACTION ITEMS**

**1. Finance Committee Members**

The BCS Finance Committee is a standing committee and as such, follows the Ralph M. Brown Act. All of its members are trained on the Brown Act requirements.

Andrea Eyring, Treasurer, brought to the board a recommendation for the 2016-2017 Finance Committee membership for formal appointment.

Treasurer Eyring recommended reappointing Peter Jewett, Lee Levy, Martha McClatchie, Lenora Teng, Jenifer Gilbert, and David Jaques.

Treasurer Eyring also recommended appointing Louise Tsoi to serve on the Finance Committee.

Treasurer Eyring shared Ms. Tsoi's extensive finance background and expertise. Ms. Tsoi has over 20 years of accounting and tax experience with public accounting firms and high tech companies. From

2006 through 2016, Ms. Tsoi headed the tax department of a multi-national semiconductor company and helped support the company's growth from \$0.5 billion to \$1.4 billion revenue. In her role as the Senior Tax Director, Ms. Tsoi managed the company's global tax operations, including tax related financial reporting/forecasting, planning, compliance, audit defense, transfer pricing, corporate restructuring, transaction analysis, due diligence and post-acquisition integration.

Ms Tsoi earned her Bachelor of Arts in Business Administration (Accounting) from the University of Washington and her Master of Science in Taxation from Golden Gate University. She is a licensed Certified Public Accountant with the State of Washington.

Ms Tsoi also serves as a Board Member for the California Youth Symphony. Ms. Tsoi has a 3<sup>rd</sup> and 8<sup>th</sup> grader at BCS.

Treasurer Eyring thanked Kevin Palantik, Parthiv Sangani, and Christine Kani for their service.

Ann Waterman Roy moved to approve the appointment of Peter Jewett, Lee Levy, Martha McClatchie, Lenora Teng, Jenifer Gilbert, David Jaques, and Louise Tsoi to the 2016-2017 BCS Finance Committee. With a second from Francis La Poll, the motion was approved with a vote of 7-0.

## **2. Board Retreat**

Chair John Phelps shared that Kate Essex, Charter Board Partners, will be moderating the meeting. The agenda will focus on long-term financial planning and replication.

## **V. CLOSED SESSION**

The Board convened 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)**  
Superintendent/Principal

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

The meeting was reconvened to open session at 10:15 pm. John Phelps, Board Chair, reported that no action had been taken.

## **VII. ADJOURNMENT**

The meeting was adjourned at by John Phelps, Board Chair, at 10:16 pm.