

**MINUTES**

Approved  
February 27, 2017

**BOARD OF DIRECTORS  
BULLIS CHARTER SCHOOL**

**102 West Portola Avenue, Los Altos, Ca 94022**

Member Joe Hurd will be calling in from 1143 Hillslope Place, Los Altos, CA 94024

**January 30, 2017**

**6:30 pm**

**Special Board Meeting**

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by John Phelps, Board Chair, at 6:37 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***	_____

\* Joe Hurd participated via teleconferencing

\*\* Francis La Poll arrived at 6:39 pm

\*\*\* Rich Ying arrived at 6:43 pm

**C. APPROVAL OF AGENDA**

Due to time constraints of the presenter, item IV.3 SARC Report 2015-2016 School Year will be the first item in that section.

A motion to approve the agenda as amended was made by Andrea Eyring, seconded by David Jaques, and passed by a vote of 5-0.

		Aye:	Nay:
Jennifer Carolan	(6/30/17)	_____	__absent__
Tom Dennedy	(6/30/17)	_____	__absent__
Andrea Eyring	(6/30/19)	__x__	_____
Joe Hurd	(6/30/18)	__x*__	_____
David Jaques	(6/30/18)	__x__	_____
Francis La Poll	(6/30/18)	_____	__absent__
John Phelps	(6/30/18)	__x__	_____
Ann Waterman Roy	(6/30/19)	__x__	_____
Rich Ying	(6/30/19)	_____	__absent__

## II. COMMUNICATIONS

### A. ORAL COMMUNICATIONS

No one wished to address the Board

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

Principal/Director Cynthia Bricton reported:

- The Middle School Clubs Fair was a great opportunity to see the student-initiated clubs present what they have been working on and taking leadership in.
- The BCS-hosted Julia Robinson Math Festival was a success with over 80 students participating from around the bay area and from as far as Marin County. Thank you to Jenny Cheng & Lora Saarnio
- Co-Curriculars and extra-curriculars begin next week.
- There are many exciting upcoming events:
  - Middle School musical: Fiddler on the Roof
  - 7<sup>th</sup> & 8<sup>th</sup> grade Intersessions begin next week
  - BBC Parent Education – speaker Michelle Dennedy will host a workshop for grades 6<sup>th</sup> – 8<sup>th</sup> students and parents on “Digital Danger: The Realities of Life Online”
  - Family Math Night will be on February 15<sup>th</sup>.

Assistant Principal Alison Schwartzbaum reported:

- The annual Spelling Bee had strong participants and went many rounds. First place went to 7<sup>th</sup> grade student, Amelia Salamanca, who won last year; 2<sup>nd</sup> place - Nathaniel Joffe (6<sup>th</sup> grader); 3<sup>rd</sup> place - Theo Peters (4<sup>th</sup> grader). Thank you to Craig Kabert & Kitty Chiu for their work behind the scenes, and Robin Chen and Aumi who helped with the judging during the event.

Assistant Principal Jennifer Anderson-Rosse reported:

- The January staff development day focused on:
  - Reviewing and integrating the new computer science standards into the core curriculum (led by Sharon Thompson)
  - Using a protocol for staff to analyze and receive feedback on this year's new PBLs against the gold standard criteria
  - Reviewed ELD standards and new Federal documents; worked on differentiating instruction to support EL students as well as ways to support teachers

Founding Superintendent Wanny Hersey reported:

- SCCOE/BCS STEAM Practicum had its Administrative cohort session. Participants learned how to write driving questions that focused on reforming their schools or school systems.
- Two Open Enrollment Parent Info nights were conducted with both with extremely high attendance; the grades K-5 saw over 250 in attendance. Thank you to Jennifer Anderson-Rosse, Jessica Adams, Amanda Marino, Dana Kincaid; Andrew Lipson, Dan Gross, Midori Hosobuchi, and Lisa Stone for outstanding presentations.
- The Chinese students and teachers from Dujiangyan had a very successful visit. They visited sites like Stanford and Google and attended classes in the areas of STEAM, Dance, Archery, and many more. They especially liked designing and laser printing in the FabLab. Many thanks to Jessica Lura, Qinglin Yang, the Mandarin team members, and all the teachers who taught classes as well as the families who hosted students in their homes.
- Founding Superintendent Hersey will be serving on the Santa Clara County Advocacy Council. Initiated by the CCSA and with support of the SCCOE, she will be part of the 11-member council that will help set the vision for the charter school in the county and define the scope of CCSA's advocacy priorities in order to develop and execute on country-wide advocacy strategies and tactics to grow and maintain a high-quality charter sector.

- Ashton Eaton, 2-time Olympic gold medal winner and world record holder of the decathlon will be the special guest at the Foundation’s Auction/Dinner. Ashton will also be spending the day on both campuses on Friday, March 3, 2017 as well as helping judge the 8<sup>th</sup> grade Intersession on Architectural Design and work with 7<sup>th</sup> graders in physical education.

D. For Information: Board/Staff Discussions

Member Ann Waterman Roy attended the great Math Circle event. There were lots of students eager to tackle the math challenges. A shout-out to Jenny Cheng who spent a lot of time organizing this and other math events.

Member Andrea Eyring gave kudos to the staff for creating a culture where teachers are open to receiving critical feedback from their peers. Member Eyring reported that the Finance Committee met last week.

Chair John Phelps reported that he met Elizabeth Gardner who is working with the Foundation. There will not be a February 6<sup>th</sup> board meeting; the next regular meeting will be held on March 6<sup>th</sup>.

**III. CONSENT AGENDA ITEMS**

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

- 1. Minutes** Approval of the Minutes from the January 9, 2017 Board meeting
- 2. Check Registers** Approval of the BCS December 2016 Check Register

**APPROVAL OF CONSENT AGENDA**

A motion to approve the consent agenda was made by Ann Waterman Roy, seconded by David Jaques, and passed by a vote of 7-0.

		Aye:	Nay:
Jennifer Carolan	(6/30/17)	_____	Absent
Tom Dennedy	(6/30/17)	_____	Absent
Andrea Eyring	(6/30/19)	<u>  x  </u>	_____
Joe Hurd	(6/30/18)	<u>  x*  </u>	_____
David Jaques	(6/30/18)	<u>  x  </u>	_____
Francis La Poll	(6/30/18)	<u>  x  </u>	_____
John Phelps	(6/30/18)	<u>  x  </u>	_____
Ann Waterman Roy	(6/30/19)	<u>  x  </u>	_____
Rich Ying	(6/30/19)	<u>  x  </u>	_____

**IV. INFORMATION/ACTION ITEMS**

**1. Brown Act and Governance Best Practices Training**

John Lemmo, Procopio LLC, provided a Brown Act and governance best practices training for the BCS Board and administrative team members.

**2. Santa Clara County Office of Education Oversight Checklist Summary Report**

Founding Superintendent Wanny Hersey shared the SCCOE Charter Schools Department’s January 26, 2017 Oversight Report for BCS. The SCCOE Charter Schools Office conducted oversight reviews and site visits at BCS assessing BCS in the following areas:

- Governance/School Operations and Management
- Enrollment
- Instruction
- Financial Reporting
- Human Resources

The SCCOE thanked BCS for its cooperation and support of this annual oversight process and for “submission of request documents including periodic financial reports.” Additionally, the “Leadership team of Wannay Hersey, Susan Von Felton and Jennifer Anderson-Rosse, staff, parents and students” were acknowledged for their cooperation and assistance.

Findings:

*I am pleased to report that there were no significant findings of non-compliance with Education Code.*

**3. SARC Report 2015-2016 School Year**

Susan von Felten and Principal/Director Cynthia Britson shared the 2015-2016 School Accountability Report Card noting that the data is always for the previous year and the “District” for BCS is the Santa Clara County Office of Education.

A motion to approve the BCS 2015-2016 SARC Report was made by Andrea Eyring, seconded by Ann Waterman Roy, and passed by a vote of 7-0.

		Aye:	Nay:
Jennifer Carolan	(6/30/17)	_____	Absent
Tom Dennedy	(6/30/17)	_____	Absent
Andrea Eyring	(6/30/19)	<u>  x  </u>	_____
Joe Hurd	(6/30/18)	<u>  x*  </u>	_____
David Jaques	(6/30/18)	<u>  x  </u>	_____
Francis La Poll	(6/30/18)	<u>  x  </u>	_____
John Phelps	(6/30/18)	<u>  x  </u>	_____
Ann Waterman Roy	(6/30/19)	<u>  x  </u>	_____
Rich Ying	(6/30/19)	<u>  x  </u>	_____

**4. Open Enrollment Update**

Founding Superintendent Hersey shared that the 2017-2018 Open Enrollment period will close on Friday, February 3, 2017. Presently, over 1000 enrollment forms have been submitted with over 400 of those for Kindergarten. The numbers have so far been trending at a 20% increase from last year.

Founding Superintendent Hersey reviewed the process by which open spots will be filled. The 2017-2018 Random Public Lottery will be held at 10:00 am on Saturday, February 11, 2017. Every family who submitted an enrollment form has been contacted and invited to attend.

**V. CLOSED SESSION**

The Board convened to 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 9:48 pm. John Phelps, Board Chair, reported that no action had been taken.

**VII. ADJOURNMENT**

The meeting was adjourned by John Phelps, Board Chair, at 9:49 pm.