

# MINUTES

Approved  
April 24, 2017

## BOARD OF DIRECTORS BULLIS CHARTER SCHOOL

102 West Portola Avenue, Los Altos, Ca 94022

March 6, 2017  
7:00 pm

### Regular Board Meeting

#### I. PRELIMINARY

##### A. **CALL TO ORDER**

Meeting was called to order by Board Chair, John Phelps, at 7:09pm.

##### B. **ROLL CALL**

		Present	Absent
Jennifer Carolan	(6/30/17)	_____	__x__
Tom Denedy	(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:

Rebecca Witmer, 8<sup>th</sup> grade ELA/History teacher, and 8<sup>th</sup> grade students presented the “School of the Future” design challenge architectural models, products from their STEAM (Science, Technology, Engineering, Arts & Math) Intersession.

Group 1: Amrita Sangani, Leo Jaques, and John Medlin presented their The Bridges School project.  
Group 2: Connie Hong and Audrey Turcotte presented their Academy of Creative Learning project.  
Group 3: Jason Curcio, Helena Huggers, and Rhys Wheaton presented their Breaker Intermediate project.

Board member Ann Waterman Roy shared that the process the BCS students have engaged in, especially aligning their designs with their school’s mission, is similar to what she does in her line of work with educators to start new schools.

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

Assistant Principal Alison Schwartzbaum shared the following information:

- FLG parent/teacher conference days will be held next week; notices were sent out via FreshGrade.
- Health & Safety Day and STEAM Day will be held on March 14<sup>th</sup> and March 16<sup>th</sup>, respectively. Jenny Cheng and Jessica Lura are coordinating STEAM day.

Assistant Principal Jennifer Anderson-Rosse shared the following information:

- The last on-site session of the SCCOE/BCS STEAM practicum took place last week. The last two off-site sessions include the SCCOE STEAM Symposium in April (BCS will be one of the schools that participants can tour) and a culmination event in May.
- As in the past years, BCS will be participating in MARS testing through SVMII (Silicon Valley Math Initiative).
- Several staff members will attend the CCSA conference in Sacramento. Assistant Principal Anderson-Rosse and Principal Bricton will be attending a pre-conference day to learn more about replication.

Principal Cynthia Bricton shared the following information:

- Attended the outstanding Foundation auction/dinner on Saturday. To see the level of parent support is what makes the Bullis community unique and powerful
- Ashton Eaton was popular with the students as he was with the parents at the auction. He presented at the North and South assemblies as well as to the middle school students. He visited during lunch and signed autographs. He was also a judge at the 8<sup>th</sup> grade School of the Future intersession and international competition called SchoolsNEXT held by the Association for Living Environment. He taught a 7<sup>th</sup> grade PE class. He really gave himself to the Bullis community.
- Reports cards are going home on March 17<sup>th</sup>.
- A Middle School Party will be next Friday, March 17<sup>th</sup> from 7:00 pm-9:00 pm. The middle school students are running the entire event and presented Ms. Bricton their idea and marketing plan for approval.
- Family Ice Skating night will be held on March 31<sup>st</sup> from 5:30 pm-8:30 pm.

D. For Information: Board/Staff Discussions

Board member Andrea Eyring shared the following information:

- Was lucky enough to be a member of the judging panel for the 8<sup>th</sup> grade School of The Future intersession. It's amazing what students accomplish in 3 weeks.
- Quarterly meeting with LASD will take place on March 15. The agenda will include wrapping up this year's facilities issues and start prepping for the next school year.
- The agenda for the next Finance Committee will include reviewing the 990 and 199 as well as the EdTec contract. The committee will also begin working on the 2017-2018 school budget.
- Request that the April 17<sup>th</sup> Special Board Meeting can be moved to April 24<sup>th</sup>.

Board member David Jaques share that he attended the phenomenal middle school production of Fiddler on The Roof.

Board Chair John Phelps shared that he attended the Foundation auction/dinner. Thank you to the co-chairs for such a well-organized and well-run event.

Board member Joe Hurd commented that the auction organizers were both new parents!

III. CONSENT AGENDA ITEMS

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

1. **Minutes** Approval of the Minutes from the February 27, 2017 Special Board meeting.

Andrea Eyring's name was misspelled on page 4. A motion to approved the consent agenda, as amended, was made by Andrea Eyring, seconded by Ann Waterman Roy, and passed by a vote of 6-0-1. David Jaques abstained.

#### **IV. INFORMATION/ACTION ITEMS**

##### **1. Financial Update**

Yoon Chang, EdTec, provided a financial update to the Board. The BCS P1 has been certified with ADA coming in higher than projected. The state aid property tax has been received with BCS overpaid by about \$160,000. This will be reconciled based on our P2 certification. On the expense side, books and materials are on track; technology, recruiting, and some other items have gone up but overall, the school is in good shape.

##### **2. 2<sup>nd</sup> Interim Report**

Yoon Chang, EdTec, presented the BCS 2<sup>nd</sup> Interim Report for the 2016-2017 fiscal year. Andrea Eyring motioned to approved the 2016-2017 2<sup>nd</sup> Interim Report. On a second from Tom Kennedy, the motion was approved by a vote of 7-0.

##### **3. 2017-2018 Budget – Preliminary Discussion**

Finance Chair Eyring shared the budgeting process with the Board soliciting input to be shared with the Finance Committee. Suggestions for consideration included: strategic planning initiatives, especially replication, and the governor's May revise. Based on the January update, there does not seem to be any money towards funding the implementation of LCFF.

##### **4. Auditor Selection**

Finance Chair Eyring shared that the Finance Committee reviewed the contract from Vicenti, Lloyd, Stutzman, LLP based on their good reputation, prior year's service to BCS, and their reasonable fees. VLS also works closely with EdTec and sends different engagement partners to audit BCS on a regular basis. BCS is required to select our auditors every year by March and report this to the SCCOE.

A motion to approve the Finance Committee's recommendation to engage Vicenti, Lloyd, Stutzman, LLP, as the BCS auditing firm for the fiscal year ending June 30, 2017 was made by Ann Waterman Roy, seconded by David Jaques, and passed by a vote of 7-0.

#### **V. CLOSED SESSION**

The Board held a 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 10:00 pm. John Phelps, Chair, reported that no action was taken.

#### **VII. ADJOURNMENT**

The meeting was adjourned at 10:00 pm.