

MINUTES

BOARD OF DIRECTORS BULLIS CHARTER SCHOOL

102 West Portola Avenue, Los Altos, Ca 94022

June 5, 2017

7:00 pm

Regular Board Meeting

Member David Jaques will be participating via teleconference from:
Holiday Inn, Room 1120, 30 Carlton Street, Toronto, Ontario M5B 2E9

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order by John Phelps, Board Chair, at 7:14 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*__	_____

* Rich Ying arrived at 8:44 pm

C. APPROVAL OF AGENDA

A motion approve the agenda was made by Joe Hurd, seconded by Ann Waterman Roy and passed by a vote of 5-0.

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS

No one wished to address the board.

B. For Information: Principal/Administrator's Report

Principal/Director of Instructional Services Cynthia Britson shared the following:

- The BCS Cadet Band and Colorguard, under the direction of Ernesto Mazar-Kindelan and Jessica Morgan, respectively, marched in the Los Altos Pet Parade to the Bullis Fight Song.
- Congratulations to the following teachers for their outstanding events:
 - Mary Kalita and Joseph Stark – Dance Performances
 - Ernesto Mazar-Kindelan, Laura Menezes, and Mariam Factora – Strings concert
 - David Belles and Mariam Factora – Choir Concert
 - Jocelyn Pickett, Ernesto Mazar-Kindelan, and Mariam Factora – Drama & Music showcases for each class
- The 7th Grade Midsummer Night's Dream opened tonight with 2 casts and 4 shows

- The 8th grade App Design pitch will take place at the Moore Foundation on Tuesday, June 6th
- The 8th Grade Culmination Celebration will take place on Thursday, June 8th at 1:30 pm.
- There will be end-of-year awards assembly on Friday, 8:45 am at the North campus and at 10:20 am at the South campus.
- Mr. Rinaker and his wife had a baby boy.

Assistant Principal Jennifer Anderson-Rosse shared the following:

- End of year meetings with teachers are taking place. Every teacher is meeting with their evaluator to review the progress they have made towards meeting their professional goals per their Continuum.
- Field Day took place today; many thanks to David Belles and Gillian Boal-Thowson for organizing
- The CAASP testing is completed including make-ups and the 2nd grader took the Cognitive Abilities Test.
- We have 8 students this year receiving the Biliteracy Pathways awards for both Mandarin and Spanish.

Assistant Principal Alison Schwartzbaum highlighted the following:

- The Library program has closed for the year. This program could not have happened without the parent volunteers.

Founding Superintendent Wanny Hersey shared the following:

- Showcases for EVERY class in drama and music are taking place. This is unique to those programs and the teachers put in a tremendous amount of work in order to have parents come into every class to see, first-hand, their students' progress and skill level.
- The middle school parent committee has decided to have a video made about "a day in the life" of a BCS middle schooler. They will be at the 8th grade app design pitch and will interview staff and students.
- We have had a tremendous number of visitors this year including, just in the last week: visitors from South Korea, NASA, Pajaro Valley, and Campbell Union School District.
- SCCOE Superintendent Gundry attended the Choir Concert. He enjoyed the concert and shared with the parents that in his 39 years in education, BCS was the best model of teaching 21st century learning he has ever seen.
- 5th and 6th graders are also having their PBL culminating events this week.
- Read Cristina Tilve, BCS Spanish teacher's letter to the board.
- MakerSpaceTeacher Nancy Barlow, Math TOSA Jenny Cheng, and Assistant Principal Alison Schwartzbaum each said goodbye to the Board and BCS community.

D. For Information: Board/Staff Discussions

- Treasurer Andrea Eyring reported that the next quarterly meeting with the LASD will be on September 14, 2017.
- Member Ann Waterman-Roy echoed Superintendent Hersey's compliments to the teachers about the end of year showcases. These not only explained what the students were doing and learning but also why. Member Waterman-Roy reported that some of the educators who had visited BCS were very impressed. According to one, "Amazing, my mind is blown."
- Member Joe Hurd attended the Choir Concert, complimenting Mr. Belles and Ms. Factora for their dedication. It was also wonderful both their families came out en masse, so proud to support the teachers. Member Hurd thanked Nance Barlow, Jenny Cheng, and Alison Schwartzbaum for their service to BCS.
- Chairman John Phelps also attended the Choir Concert, sitting next to Jon Gundry who was visibly moved. Chairman Phelps shared that this concert and the first Board meeting of the year are what sustains him for the entire year. Chairman Phelps attended the Foundation's year end event and thanked the volunteers for what they do to raise money so that BCS has equal funding for students. The foundation members take on a huge job and do their work selflessly and professionally.

III. CONSENT AGENDA ITEMS

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

1. **Minutes** Approval of the Minutes from the April 24, 2017 Special Board meeting
2. **Minutes** Approval of the Minutes from the May 15, 2017 Special Board meeting

A motion to approve the consent agenda was made by Andrea Eyring, seconded by Joe Hurd, and passed by a vote of 5-0.

IV. INFORMATION/ACTION ITEMS

1. **6th Grade Writing for Change Presentation**

Superintendent Hersey shared that this sixth grade music unit is a great example of STEAM at BCS as it was developed to integrate with their PBL, "Write for Change." Students were assigned to write raps based upon subjects they had researched for their "Write for Change" essay. Students had to first analyze the backing track that had been given, using the musical content knowledge they had learned. Based on this and the instrumentation of the accompaniment, students then wrote their verses and "hooks". These were shared with the class for feedback collected through a Google Form. After making adjustments based on their peers' input, the students recorded their final raps using professional audio equipment. From a music standpoint, students were able to seriously study form and songwriting through this assignment.

Lauren Levenston, Grace Huang, Alyssa Manche, and Keira Chatwin performed a rap on Ocean Pollution; Rose Shortland, Marston Lufkin, Hayden Lipson, and Remi Martin performed a rap on Human Trafficking.

Member Andrea Eyring noted how units speaks to the whole program: music, research, science, writing, and was pleased that like all programs at BCS, every student is able to participate and advance. Members Joe Hurd and Tom Dennedy also commended the students.

2. **Focused Learning Goals Presentation**

Fourth grade student, Camille Thai, shared her Personal Focused Learning Goal for golfing, exemplifying some of the success skills and processes that every student is expected to demonstrate at BCS. Superintendent Hersey praised Camille for her focus on data analysis to support her area of passion as well as her adept use of technology to demonstrate her growth and success in the sport. She also commended 4th grade teacher, Jeri Chi, for the outstanding job she did guiding her students through the FLG process, utilizing it to help students develop resiliency and goal-setting skills.

3. **BCS Induction Program**

Board Chair, John Phelps, presented Jennifer Anderson-Rosse, Lisa Stone, and Jenny Cheng, a bonus check in recognition of their work as Support Providers for BCS induction participants. Superintendent Wanny Hersey commended their commitment to providing high quality feedback and support to those who are newest to the teaching profession at BCS. They played an integral role in those teachers' successful 2016-2017 year as well as the quality of teaching at BCS.

4. **BCS LCAP 2017-2018 – 2nd Reading**

Cynthia Britson, Principal/Director of Instructional Services, presented the BCS 2017-2018 Local Control Accountability Plan, reviewing the changes and updates that were made in response to the feedback from various BCS constituent groups.

Andrea Eyring moved to adopt the 2017-2018 BCS Local Control Accountability Plan. With a second from Ann Waterman Roy, the motion passed by a vote of 5-0.

5. Budget Update

Andrea Eyring and Yoon Chang, Edtec, presented the 2016-2017 Year-To-Date Financials.

- Governor's May Revise brings a mix of increased funding projections and increased uncertainty:
 - **LCFF**
 - Increased Cost of Living Adjustment to 1.56% (up slightly from 1.48%)
 - Implementation of 44% of remaining gap towards LCFF target rate
 - Increases LCFF funding for Bullis by \$161 per ADA from 2016-17 rate
 - Eliminates proposed June deferral this year
 - **One Time Funds**
 - Increased to \$170 per PY ADA (\$137K total for Bullis), but funds will not be paid until at least May 2018, if at all
 - In light of uncertainty, recommendation is to exclude these revenues from budget
- Governmental revenues are on time; Expenses tracking below budget
- Projected operating income increased slightly to \$56K; projecting to end the year with a fund balance of \$1.15M

6. BCS 2017-2018 Budget

Andrea Eyring and Yoon Chang, EdTec presented the Finance Committee's recommended draft 2017-2018 BCS Budget for the Board's review and adoption.

- Process for budget development begins in early spring, with budget approval by the board in June
- The preliminary budget for next year projects an operating income of \$36K and a fund balance of \$1.19M, which represents a 10% reserve
- Revenue projections heavily dependent on state budget; Current expectation of 43.97% LCFF implementation in '17-18
- Enrollment and ADA assumptions, in combination with Unduplicated Count, will be the biggest driver in revenue
- Overall compensation and benefits projections were increased by 14% with additional 5 FTEs driven by programmatic growth
- **Measure GG:**
 - Measure GG was passed by Los Altos voters in November 2016
 - BCS will receive a share of the Measure GG parcel tax funds starting in 2017-18 FY and continuing for eight years
 - BCS' share will be based on in-district ADA and LASD ADA
 - The BCS Board must approve the expenditure plan in an agendaized open session board meeting
 - The proposed budget includes a conservative estimate of \$400K for the 2017-18 FY
 - The Finance Committee and School Leadership is recommending the following use of the Measure GG funds:
 - Teacher Retention Initiative Funding
 - Specialist Teacher Salaries

Superintendent Hersey shared that more and more teachers are struggling to live in the south bay. BCS is also competing with neighboring districts, that are funded at the full basic-aid level when BCS is not, for high quality teachers. Additionally, the cost of living has continued to rise but the Foundation's requested donation amount has not increased for the past 6 years. With this additional funding from Measure GG, it makes sense to use it for teacher retention, rewarding those who have been asked back every year for their contributions to the school with a stipend for their "value add" as well as to provide much needed assistance with housing:

- \$1000 for every year a teacher has worked at BCS (capped at \$10,000); and
- starting in year 3, a housing stipend that is .5% of the base salary for every year at BCS

Superintendent Hersey reminded the Board that teachers' compensation is performance-based on the professional Continuum. The 2017-2018 budget also includes these stipends for other school employees funded from the general budget. This proposal has been modeled out for out-going years and shared with the Finance Committee, passing unanimously.

Andrea Eyring moved to approve the BCS 2017-2018 Budget, seconded by Ann Waterman Roy, and passed by a vote of 6-0.

7. Strategic Planning Action Team #I Presentation

We will build innovative education program and spaces that enrich the learning experience, inspire the individual student, and model what is possible in public education.

Jessica Lura, Action Plan Team #1 Lead, updated the Board on this strategy.

Action Plan #1: We will seek to understand the concept of competency-based learning (which provides students an innovative educational approach with individualized progression of achievement) and evaluate its possible implementation within the current BCS model.

Jessica Lura provided an overview of the team members and the process that the team is using to actualize this plan and its alignment to the BCS mission. The following competency-based models were reviewed for their pros and cons:

- Within Grade Levels
- No Grade Levels
- Moving to a different grade level for a specific class (not age-based grade level)
- Adaptive Computerized: At Own Pace
- Playlist Model At Own Pace (not adaptive but can move through content faster)

BCS presently uses many of these strategies depending on the situation, student, and/or content and does not adhere to one. Next steps:

- Continue to gather & read research
- Visit mixed-grade level public school classrooms
- Re-evaluate options once Strategy II is further along

8. Strategic Planning Action Team #II Presentation

We will define, measure, and promote student success consistent with the BCS mission.

Lisa Stone, Action Plan Team #2 Lead, updated the Board on this strategy.

Action Plan #1a & 1b: Create, practice, and promote a consistent definition of student success in a way that it is clear to and valued by the student, the teacher, the family, and the community at-large, and incorporate it into student evaluations

Lisa Stone provided an overview of the team members and the process that the team is using to actualize this plan including the various methods that were employed to solicit input from parents, staff, and students and how the data that was culled: self-confidence, life-long love of learning, emotionally intelligent, empathetic, perseverance, resilience/growth mindset, critical thinker, happy, integrity, respectful, showing gratitude/appreciation, thinking about and doing for others, responsible were analyzed for its alignment with the BCS mission. The team then looked to see if and how these traits were prioritized, assessed, and communicated at BCS.

9. Strategic Planning Action Team #III Presentation

We will foster a world-class staff of professionals that is supported, entrusted, and empowered to do amazing things in education.

Christina Mireles and Cynthia Bricton, Action Plan Team #3 Leads, updated the Board on this strategy.

Action Plan #1: Proactive strategic recruitment that nurtures and then leverages relationships with mission and culture-aligned prospective employees.

Christina Mireles and Cynthia Bricton provided an overview of the team members and the process that the team is using to actualize this plan. They shared their research and data on:

- Reasons for BCS teacher turn-over
- Housing and commuting survey
- Cost of turnover (direct and indirect)
- Current recruitment practices
- Opportunities/Tactics for consideration
- Next steps:
 - Leverage BCS community resources for housing support
 - Partner and learn from others: SCCOE, Landed, etc.
 - Pursue data driven solutions
 - Optimize organizational capacity

10. Ad Hoc Board Nomination Team

At the May 15, 2017 Board meeting, the Ad Hoc Board Nomination Team, comprised of Andrea Eyring, Ann Waterman Roy, Laura Gwosden, Peter Jewett, Lisa Levy, and Wanny Hersey had completed its task of selecting two very strong candidates to fill the two BCS Board of Director positions, and recommended to the Board, Clara Roa and Trena Sutcliffe. On May 18, 2017 Superintendent Hersey shared these nominations in the weekly school newsletter so that the public would have an opportunity to provide input prior to this board meeting's vote.

This is the 2nd meeting to consider the Ad Hoc Board Nomination Team's recommendation of Clara Roa and Trena Sutcliffe to serve as a Director on the BCS Board of Directors for the term of July 1, 2017 – June 30, 2020.

Rich Ying moved to appoint Clara Roa to the BCS Board of Directors for a 3-year term commencing July 1, 2017 and ending on June 30, 2020, seconded by Ann Waterman Roy, and passed by a vote of 5-0. Tom Dennedy moved to appoint Trena Sutcliffe to the BCS Board of Directors for a 3-year term commencing July 1, 2017 and ending on June 30, 2020, seconded by Joe Hurd, and passed by a vote of 5-0.

The entire BCS Board and Superintendent Hersey expressed their gratitude to Tom Dennedy and Jennifer Carolan for their tremendous contributions to BCS and the entire community during their board tenure.

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 10:40 pm. John Phelps, Chair, reported that no action was taken.

VII. ADJOURNMENT

The meeting was adjourned by John Phelps, Chair, at 10:40 pm.