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BY EMAIL AND FACSIMILE DELIVERY

May 16, 2019

Superintendent Jeff Baier
Los Altos School District
201 Covington Road
Los Altos, CA 94024

Re: Notice Regarding Facilities Allocation Pursuant to Agreement between Los Altos School District and Bullis Charter School for a Two-Year Charter School Facilities Solution

Dear Superintendent Baier:

Pursuant to Section 2.a.iii of *Agreement between Los Altos School District and Bullis Charter School for a Two-Year Charter School Facilities Solution*, Bullis Charter School ("BCS") is notifying LASD that it is electing to have LASD place 4 additional 960 SF portables, at BCS's cost, on the Egan campus.

BCS is requesting that the buildings be configured for the following functions:

- Home Economics
- Woodworking
- Music production and photography
- Staff room

BCS would like to meet, as soon as possible, to discuss the specifications for these buildings as well as other facilities details for next year. Ms. Andrea Eyring (aeyring@bullischarterschool.com) is leading the BCS facilities team. Please have your facilities lead contact Ms. Eyring to schedule a time to meet, at their earliest convenience.

Please contact us if you have any questions.

Sincerely,

Wanny Hersey
Founding Superintendent

Cc: Randy Kenyon, LASD Trustees, BCS Board Members