

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

Approved January 4, 2021
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**December 7, 2020**  
**6:00 pm**

**Regular Board Meeting**

This meeting was held virtually via Zoom Webinar.

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by Francis La Poll, Board Chair, at 6:00 pm.

**B. ROLL CALL**

		<b>Present</b>	<b>Absent</b>
Clara Roa	(12/31/20)	<u>  X*  </u>	<u>      </u>
Trenna Sutcliffe	(12/31/20)	<u>  X  </u>	<u>      </u>
Ben Byon	(6/30/21)	<u>  X  </u>	<u>      </u>
Francis La Poll	(6/30/21)	<u>  X  </u>	<u>      </u>
Dorothy An	(6/30/22)	<u>  X  </u>	<u>      </u>
Andrea Eyring	(6/30/22)	<u>  X  </u>	<u>      </u>
Thomas Yih	(6/30/22)	<u>  X  </u>	<u>      </u>

\*Clara Roa arrived at 6:20 pm.

**C. APPROVAL OF AGENDA**

*A motion to approve the agenda was made by Andrea Eyring, seconded by Thomas Yih, and passed 6-0.*

		<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Clara Roa	(12/31/20)	<u>      </u>	<u>      </u>	<u>      </u>	<u>  X  </u>
Trenna Sutcliffe	(12/31/20)	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Ben Byon	(6/30/21)	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Francis La Poll	(6/30/21)	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Dorothy An	(6/30/22)	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Andrea Eyring	(6/30/22)	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Thomas Yih	(6/30/22)	<u>  X  </u>	<u>      </u>	<u>      </u>	<u>      </u>

**III. CLOSED SESSION**

The Board went into closed session at 6:05pm to discuss the following items:

- A. Public Employee Performance Evaluation (Gov. Code §54957) - Superintendent/Principal**
- B. Conference with Legal Counsel - Anticipated Litigation (Gov. Code §54956.9(d)(2) & (4).)**

**I. CONVENE OPEN SESSION/REPORT OUT OF CLOSED SESSION**

The meeting was reconvened to open session at 7:45 pm. Francis La Poll, Board chair, reported that no reportable action had been taken.

**II. PUBLIC COMMENT**

Board Chair opened the meeting for public comment. No members of the public provided comment.

**III. BOARD & STAFF COMMENTS / REPORTS**

**A. Report from the Superintendent/Principal, Maureen Israel**

Superintendent/Principal Israel invited two BCS staff members to provide updates. Kindergarten teacher Lindsey Cole presented on the Kinder and 5th grade buddy program, including new ways in which the two groups of students were interacting virtually, in light of the challenges due to COVID-19 restrictions. Teacher Rhiannon Purro also presented on the current Writer’s Workshop program and its implementation for 5th graders at BCS.

**B. Board Member Reports**

No board members provided reports.

**VI. CONSENT AGENDA**

**A. Minutes**

Approval of Minutes from the November 2, 2020 Board meeting

**B. Check Register**

Approval of the BCS October 2020 Check Register

*A motion to approve agenda items VII.A-B. was made by Andrea Eyring, seconded by Trenna Sutcliffe, and passed unanimously.*

**C. Board Resolution #42-12-07**

Approval to resign membership in the Bullis Public Charter School II nonprofit corporation.

*A motion to approve agenda items VII.C. was made by Andrea Eyring, seconded by Trenna Sutcliffe, and passed 6-0-1.*

		<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Clara Roa	(12/31/20)	_____	_____	_____X_____	_____
Trenna Sutcliffe	(12/31/20)	_____X_____	_____	_____	_____
Ben Byon	(6/30/21)	_____X_____	_____	_____	_____
Francis La Poll	(6/30/21)	_____X_____	_____	_____	_____
Dorothy An	(6/30/22)	_____X_____	_____	_____	_____
Andrea Eyring	(6/30/22)	_____X_____	_____	_____	_____
Thomas Yih	(6/30/22)	_____X_____	_____	_____	_____

**VII. INFORMATION/ACTION ITEMS**

**A. Financial Update**

EdTec provided a financial update on the school, including BCS actuals through October and updated forecast information.

**B. 2020-2021 1st Interim Financial Report**

The Board reviewed and discussed a draft of the 1st Interim Financial Report.

*A motion to approve the 1st Interim Financial Report as presented was made by Andrea Eyring, Seconded by Clara Roa, and passed unanimously.*

**C. 2019-2020 Audit Report**

The Board reviewed and discussed a draft of the audit report prepared by Eide Bailey.

*A motion to approve the 2019-2020 Audit Report as presented was made by Andrea Eyring, Seconded by Ben Byon, and passed unanimously.*

**D. Budget Overview for Parents**

The Board reviewed and discussed a draft of the Budget Overview for Parents.

*A motion to approve the Budget Overview as presented with an adjustment in the language of the narrative portion around Cares Act funding to reflect that we booked \$113,993 in FY 2020-2021 was made by Andrea Eyring, seconded by Thomas Yih, and passed unanimously.*

**E. Endowment**

The Board discussed establishing an Endowment in conjunction with the Foundation. Members expressed interest in the idea and requested further details be presented at a future meeting.

**F. Nominating Committee Update**

Dorothy An, Chair of the Superintendent/Principal's Nominating Committee, gave the committee's recommendation that Trena Sutcliffe, current Board member, extend her term by six months. Additionally, they recommend Rob Chang, current BCS parent, be considered to fill the spot due to Clara Roa's term concluding on December 31, 2020. These recommendations will be voted on at a future meeting.

**IX. FUTURE AGENDA ITEMS**

The Board considered items for future Board Meeting Agendas.

**X. ADJOURNMENT**

The open meeting was adjourned at 8:48 pm.