



Willow Education and Bay Area Technology School Board Meeting Minutes

June 4, 2018

1. Call to Order

The meeting was called to order by Kairat Sabyrov at 7:05 pm.

2. Roll Call & Board Member Attendance:

The following directors were present at the meeting:

Fatih Dagdelen	- Director
Volkan Ulukoylu	- Director
Kairat Sabyrov	- Board President

BayTech staff in attendance:

Warren Wallace	- Director of Operations
Cagatay Aklifazla	- Science Teacher
Yusuf Alp	- College Counselor

Following roll call, it was announced that board president, Ms. Aretta Tolbert, and the board director, Ms. Georgina Miller, resigned on June 1st, 2018 by submitting written resignation letters to the Board of Directors. The Board of Directors then elected (unanimously) Kairat Sabyrov to be the president of the Board as of June 4th, 2018.

3. Public Comment

Mr. Sabyrov opened the forum for public comments. Mr. Kiumars Arzani from CSMC commented on the threshold for the financial transactions of the BayTech. He stated that BayTech has not given clear thresholds for financial transactions to CSMC and he expects to receive it soon. And he added that any request by the school board needs to be executed by the board resolution or a written document. He asked for the board resolution to pay severance payments for the staff that recently resigned. Mr. Sabyrov asked if there were any other public comments. Mr. Sabyrov closed the forum to the public as there were no other public speakers.

4. Action Item: Approval of prior board meeting minutes

The minutes for May 7th, 2018, meeting were not brought to the board's approval because that meeting was void and null due to Brown Act violations. Actions items taken in May 7th, 2018, meeting will be cured at a special board meeting in early July, 2018.

5. Action item: Approval of resolution to pay Mr. Wienclawski and Ms. Ghanem the compensation



Mr. Sabyrov stated that this agenda item needs to be discussed and the action needs to be taken in the closed session under agenda item number 12; Closed Session: Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: three cases.

6. Action Item: LCAP Approval

As the board members have already discussed and reviewed LCAP at the previous board meeting, Mr. Sabyrov moved to approve the LCAP. Mr. Dagdelen seconded. And Mr. Ulukoylu also approved the LCAP.

7. Action Item: Interim Principal Election and Redistribution of Duties

Mr. Sabyrov stated that since the principal of the school has recently resigned we need to elect a new interim principal to lead the school until we find a permanent school principal. He mentioned that he e-mailed five admin staff of the school to let them know that the school wants to interview them for the interim position. Only three out of five admin staff responded by e-mailing back their resumes. The board members reviewed the resumes of Mr. Yusuf, Mr. Wallace, and Mr. Cagatay and started the interview with Mr. Yusuf.

Mr. Ulukoylu asked if Mr. Yusuf can briefly talk about himself. Mr. Yusuf stated that he started working at BayTech in 2011 as a Math Teacher, and his current position is a college counselor. He also described his educational background and the degrees he has. He also briefly described his role in BayTech as a college counselor. Mr. Dagdelen asked about his problem solving skills. As per Mr. Ulukoylu's questions, Mr. Yusuf also talked about his experience on teacher-student relationships and leadership skills and experiences. Mr. Yusuf stated that his most significant contribution to the school is student success.

Next, the board members interviewed Mr. Wallace. Mr. Sabyrov mentioned that Mr. Wallace has already provided a spreadsheet that shows the distribution of jobs and roles of BayTech staff if he were to be elected. Mr. Wallace commented on the roles of some staff that he thinks would be best for all. Mr. Sabyrov stated that considering the situation of the school, we need to work together to assign the roles and duties for the BayTech employees. Similar questions were asked by Mr. Dagdelen and Mr. Ulukoylu. Mr. Wallace talked about his skills and experiences on staff-parent communication, leadership, management, and organizational skills. He also mentioned that he has teacher and clear credentials.

Finally, the board interviewed Mr. Aklifazla. He described his role, duties, and experiences in BayTech as a science teacher. He also described his experiences before BayTech in Europe. He mentioned that he holds a clear California credential and masters degree in educational leadership. As per questions by the board members, Mr. Aklifazla also talked about his leadership experiences in BayTech and organizational and management skills. He mentioned that he tremendously contributed to STEM EXPO, the biggest annual event that takes place in BayTech.



After the interviews, Mr. Sabyrov stated that the current position is a temporary one, and the board needs to elect one or two interim leaders. However, the board's intention is to start looking for more experienced leader for the permanent principal position. After a brief discussion with the school lawyers, Mr. Sabyrov moved forward to elect two co-leaders so that they can work together and be more balanced and productive. Mr. Ulukoylu seconded. And Mr. Dagdelen also approved to have two interim co-leaders.

The board members expressed their views on the candidates, and offered Mr. Wallace one of the two interim co-leader positions. Mr. Sabyrov moved to approve this decision, Mr. Dagdelen seconded, and the board unanimously approved the motion. Mr. Wallace accepted our offer to be the interim leader of the school. The board offered Mr. Aklifazla the other co-leader position. However, later Mr. Aklifazla rejected our offer due to his immigration visa status. As such, the school board elected Mr. Warren Wallace as the sole interim leader of BayTech until the school finds a permanent principal.

8. Action Item: Payroll Signer Election

The board has decided to have two payroll signers. Mr. Ulukoylu moved to elect Mr. Sabyrov as one of the two payroll signers, and Mr. Dagdelen seconded. Mr. Sabyrov confirmed that he can be one of the signers. Mr. Sabyrov moved forward to elect Mr. Wallace as the second payroll signer, Mr. Ulukoylu seconded, and the board unanimously approved.

9. Action Item: Budget Approval

Mr. Sabyrov moved to approve the budget for 2018-2019 fiscal year, Mr. Dagdelen seconded, and Mr. Ulukoylu also approved the budget.

10. Action Item: Approval for Consolidated Application for Federal Funding

Mr. Sabyrov moved to approve the Consolidated Application for Federal Funding, Mr. Dagdelen seconded. And Mr. Ulukoylu also approved the application.

11. Action Item: Vote to Review and Discuss Fixed Term Employment Agreement

As per the lawyers suggestion, Mr. Sabyrov announced that this item will be discussed in the closed session under the agenda item 12.

12. Closed Session: Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: three cases.

One of our school's attorneys from YM&C, Mr. Wayne Strumpfer, announced the actions taken in the closed session. He reported that the board voted 3 – 0 to agree to a settlement agreement with Ms. Ghanem and Mr. Wienclawski and to authorize Mr. Sabyrov to sign both of those settlement agreements.



WILLOW EDUCATION AND BAY AREA
TECHNOLOGY SCHOOL BOARD MEETING



The board members have also approved a resolution to update the signatories to the Wells Fargo Bank account, to sign checks and other instruments on behalf of Willow Education and the Bay Area Technology School.

13. Action Item: Adjournment of Meeting

There were no additional items and the members agreed to have a special meeting sometime in early July, 2018. Mr. Sabyrov moved to adjourn the meeting, Mr. Dagdelen seconded. The meeting was unanimously adjourned by the members of the board.