



## **Willow Education and Bay Area Technology School Board Meeting Minutes**

**November 6,2017**

### **1. Call to Order**

The meeting was called to order by the board president Ms. Alretta Tolbert at 7:10 pm.

### **2. Roll Call & Board Member Attendance:**

The following directors were present at the meeting:

Alretta Tolbert	- President
Val Uluk	- Secretary
Faith Dagln	- Director
Kairat Sabyrov	- Treasurer

BayTech staff in attendance:

Hayri Hatipoglu	- Principal/ Executive Director
Jason Milton	- Academic Dean
Matthew Wienclawski	- Vice Principal/ Dean of Students

### **3. Public Comment**

Ms. Tolbert opened the forum for public comments, but there were no public speakers. And Ms. Tolbert closed the forum to the public.

### **4. Action Item: Approval of prior board meeting minutes**

The Board has reviewed the minutes from September 11<sup>th</sup>, 2017. Ms. Tolbert moved to approve the minutes, Mr. Sabyrov seconded. The Board unanimously approved the minutes.

### **5. Action Item: Board Candidate Interview**

Mr. Hayri introduced Ms. Gina Miller to the board. As per Ms. Tolbert's request, Ms. Miller talked about herself and her background, and how she can contribute to increasing the success of BayTech. She explained how her background as a parent of three children, having worked for the county, and having an experience in a board of Head Start program suits the position as a board member in BayTech. Mr. Hayri talked about how he knows Ms. Miller and how she will be a great contributor to BayTech's mission. Other members of the board asked some questions and Ms. Miller answered them satisfactorily. Ms. Tolbert moved to approve her membership, and Mr. Val seconded. The board unanimously approved. And all the members congratulated Ms. Miller.

### **6. Action Item: First Interim Approval**



Ms. Barnes stated that it is not to approve the first interim report here today but to allow the member of the board to approve the first interim report when it is done as it should be approved before its submission to OUSD. Ms. Tolbert agreed to be the member to approve when the report is ready. Ms. Tolbert moved to approve. Mr. Val seconded. The board unanimously approved.

### **7. Information Item: Renewal and Hearing**

Mr. Hayri gave the board members all the details and the agenda of the upcoming hearing. He mentioned the importance of the hearing. He thinks that it will go smoothly and it seems positive for us.

### **8. Action Item: Health Benefit Contributions**

Mr. Hayri stated that BayTech provides very strong health benefit plans for its staff and employees and BayTech pays a lot of money for that, almost 10% of our total revenue. At the moment, the plan covers 100% for the employees and 70% for the dependents. Accordingly, we need to modify the health benefit plans in the long run, that's in 2-3 years. Nevertheless, Mr. Hayri stated that, for now, this plan needs to be approved by the board because he couldn't find this information in the minutes when this plan was established. Ms. Tolbert moved to approve. Mr. Val seconded. The board unanimously approved.

### **9. Action Item: Blowers/Dryers**

Mr. Hayri stated that we have a lot of complaints from the custodial and we have issues with the paper towels. So, the blowers/dryers would solve all these problems originate from using towels in the restrooms. The total cost will be around \$2000-\$3000. Ms. Tolbert moved to approve. Mr. Val seconded. The board unanimously approved.

### **10. Action Item: Recognition and Appreciation—Apple Gifts for Staff**

Mr. Hayri explained why it would be best for BayTech to provide gifts for its staff for their extremely hard work in the past years. According to Mr. Hayri, the efforts of staff during the WASC visit and the renewal are worth to appreciate by giving them some worthwhile Apple products in the coming Thanksgiving holiday. Ms. Tolbert moved to approve. Mr. Val seconded. The board unanimously approved.

### **11. Information Item: Multi Lease – Facility**

Mr. Hayri stated that the facility BayTech using is OUSD's facility and the contract ends this educational year. Mr. Hayri stated that the school got in contact with the district about the leasing the facility for more 5 years. And it was positive. He also mentioned that the cost will be higher this time, which will be around \$130k-\$140k according to Mr. Hayri's predictions. Mr. Hayri mentioned that even though it is higher it is still a reasonable price.

### **12. Action Item: Terminating Agreement with Auditor-Wilkinson Hadley King**



We have recently made an agreement with Wilkinson Hadley King. However, as Mr. Hayri stated there are a lot of problems with this auditor. We don't know the report of this auditor, their behavior is not appropriate, they are condescending, they are very rude to the staff, they are harassing, and they are not professional and old-fashioned. Mr. Hayri mentioned that he is not happy and doesn't want to work with them. According to Mr. Hayri, attorneys suggested to cancel now rather than later when the actual report comes. Ms. Tolbert moved to approve the termination of the agreement with Wilkinson Hadley King. Mr. Val seconded. The board unanimously approved.

### **13. 2017-2018 Educational Updates-Principal**

Mr. Hayri updated the board on the student enrollment. Right now, there are 320 enrolled students even though the target number was 330 for this year. Over time, it may fluctuate around 320.

The teacher retention is high. However, the math teacher, who was hired this year, resigned recently on October 26<sup>th</sup>. For the next year, we will hire a new math teacher.

In the past all the students would have free lunch, but now the district changed the policies and the students who don't qualify will pay. And now, there are fully qualified, partially qualified, and not qualified students.

### **14. Adjournment of meeting**

There were no additional items and members agreed to meet on January 16<sup>th</sup>, 2018. Ms. Tolbert moved to adjourn the meeting, Mr. Val seconded. The meeting was unanimously adjourned by the members of the board.