



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

**August 7, 2017**

**1. Call to Order**

The meeting was called to order by board secretary Dr. Kairat Sabyrov at 7:45 pm.

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

The following directors were present at the meeting:

Faith DagIn	- Director
Val Uluk	- Director
Kairat Sabyrov	- Secretary

BayTech staff in attendance:

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

**3. Public Comment**

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

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

The Board has reviewed the minutes from May 15<sup>th</sup>, 2017. Dr. Sabyrov moved to approve the minutes, Mr. Val seconded. The Board unanimously approved the minutes.

**5. Action item: Afterschool program – Higher Ground**

Mr. Hayri briefly mentioned about Higher Ground and why the school needs it. He stated that so far the afterschool program has been run by the teachers of the school. But now, the teachers are quite busy with other programs, and so we decided to have an outside vendor. Higher Ground is a professional vendor which will provide afterschool program Monday through Friday for 100 students at BayTech. The school will use \$70,000 from its \$252,000 afterschool grant towards this program. Dr. Sabyrov moved to approve the minutes, Mr. Val seconded. The Board unanimously approved the minutes.

**6. Information Item: Budget Update - CSMC**

Ms. Barnes joined us via phone. She briefly updated us with the current budget. She mentioned that we have \$350,000 surplus as of now, which is a very strong surplus. For the 5 year



projection, the revenues are high and continue to climb, which is a general trend now. But, such increase will not happen after several years, and so we may want to consider external funds. She also mentioned that we have a very strong salary increase. The projection shows 5% increase, so we may consider decreasing it in the future years. We may also cut some of the health benefits, which is pretty generous for BayTech staff.

#### **7. Action Item: Tutoring Program – RevolutionK-12**

Mr. Hayri stated that Revolution K-12 is a tutoring program which is different from Higher Ground. This program prepares students for SAT, college readiness programs, and SBAC. He also mentioned that the program will provide with 13 weeks of SAT and 6 months of SBAC training for half a year. The initial cost is \$23,264. This program hopefully will increase our SBAC results, which was already pretty good for the last year. Dr. Sabyrov moved to approve the minutes, Mr. Val seconded. The Board unanimously approved the minutes.

#### **8. Action Item: Stipend Update**

The stipends were already approved by the board members. But, Mr. Hayri wanted to bring this to the attention of the board, and include this in the meeting minutes. Also, the stipend for Maths department chair was not included previously. Mr. Hayri deemed \$2000 would be appropriate for the chairs. Dr. Sabyrov moved to approve the minutes, Mr. Val seconded. The Board unanimously approved the minutes.

#### **9. Information Item: Renewal Info Day-Mr. Wienclawski**

Mr. Wienclawski briefly presented update about the renewal. He stated that the BayTech team is working diligently with Ms. Kelly Tara to prepare the petition to renewal. He also mentioned that OUSD performance guidelines report needs to be submitted before the petition to renewal. He described the handbook of this performance guidelines report. The report is going to be submitted to the office of charter schools on August 24<sup>th</sup>. He also mentioned that three members from the office of charter schools will come to evaluate additional set of policies on September 7<sup>th</sup> and 8<sup>th</sup>. The members will meet with the board members at 12:30 on September 7<sup>th</sup>, Thursday. Mr. Hayri added that we need to have information day before the board members meet the members of office of charter schools.

#### **10. Board Meeting Calendar determination for 2017-18**

Mr. Hayri stated that we need to have another board meeting after the visit of the members of the office of charter schools and evaluate the visit. Mr. Hayri will inform us about the situation and if the office of charter schools is going to recommend positively or negatively. We decided to meet on Monday, September 11<sup>th</sup>. The following meetings will be on November 6<sup>th</sup>, January 8<sup>th</sup>, March 5<sup>th</sup>, May 7<sup>th</sup>, and June 4<sup>th</sup> at 7 pm.

#### **11. 2017-2018 Educational updates-Principal**



Mr. Hayristated that the enrollments are up, and currently the number of enrolled students is 340. Nevertheless, 350 and more enrollments are expected, which is full capacity. The teacher retention is quite high. Two teachers have left; Mr. Umit and Ms. Dory. We accepted 4 new teachers. Free reduced lunch is going to be provided for the students. If the charter school office recommends positively, and if we get renewal, then we need to sign five year agreement contract for this facility as is.

### **12. Action Item: Approval of all Policies**

Mr. Hayri stated that all the policies for the last year aren't changed and they will be valid for this year as well. Dr. Sabyrov moved to approve the item, Mr. Val seconded. The Board unanimously approved the item.

### **13. BayTech Academic Update: Mr. Jason**

Mr. Jason gave updates about SBAC results. He showed us the unofficial scores. He stated that there is a huge improvement as compared to last year and the year before in terms of language art and mathematics. For the last year the official overall scores for mathematics and language art were 11% and 15%, respectively. For this year, we are expecting around 30-32% proficiency in English and 34-35% in mathematics, which is remarkable improvement.

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

There were no additional items and members agreed to meet on September 11<sup>th</sup>, 2017. Dr. Sabyrov moved to adjourn the meeting, Mr. Val seconded. The meeting was unanimously adjourned by the members of the board.