

# Regular Board Meeting Minutes

## Summit Public Schools California Board of Directors

**Thursday, October 4, 2018**

**12:00 - 2:55 pm**

*Summit Public Schools Home Office  
780 Broadway  
Redwood, City, CA 94063*

### **Teleconference Location(s):**

Summit Public Schools: Denali  
539 E. Weddell Dr.  
Sunnyvale, CA 94089

Summit Prep  
890 Broadway  
Redwood City, CA 94063

Summit Public Schools: Shasta  
905 Campus Dr, Daly City, CA  
94014

Summit Public Schools: Tahoma  
285 Blossom Hill Rd, San Jose,  
CA 95123

Summit Public Schools: Tam  
3020 Hilltop Mall Rd, San Pablo,  
CA 94806

1. Preliminary
  - a. The meeting was called to order at 12:01 pm.
  - b. Roll Call
    - i. Bob Oster - Present
    - ii. Diego Arambula - Present
    - iii. Steven Humphreys - Present
    - iv. Blake Warner - Present
    - v. Meg Whitman - Not Present
    - vi. Andrew Thompson - Present
  - c. Approval of agenda
    - i. Bob Oster moved to approve the agenda with the Summit Learning item scheduled for discussion to be moved after the consent agenda. Steve Humphreys seconded the motion.
    - ii. The motion to approve the agenda carried unanimously.
  - d. Approval of Summit Public Schools California Board of Directors Special Meeting Minutes from August 15, 2018.
    - i. Bob Oster moved to approve the minutes. Andy Thompson seconded the motion.
    - ii. The motion to approve the minutes carried unanimously.
2. Communications
  - a. Oral Communications
    - i. Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can

be taken. However, the Board may give direction to staff following a presentation.

- ii. Note any members of the public present. Names are not required to be disclosed to speak at a Board meeting. Note what topic the member(s) of the public commented on, or which agenda item.
- b. No members of the public spoke during the meeting.

Closed Session: convened at 12:03 pm

3. Executive Session
  - a. The Board discussed a personnel matter pursuant to 54957(b).

Reconvene to Open Session: The meeting was reconvened to Open Session at 12:57 pm.

4. Public Report on Action Taken in Closed Session
  - a. No action was taken.
5. Consent Agenda

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The CEO recommends approval of all consent agenda items.

- WCCUSD 17-18 Unaudited Actuals Report Submission for Summit: Tamalpais
- CCCOE 17-18 Unaudited Actuals Report Submission for Summit: K2
- 2018-19 Education Protection Account Spending (EPA)
- Signing Authority
- Study Trip Approvals

Steve Humphreys moved to approve the consent agenda. Bob Oster seconded the motion. The motion carried unanimously.

#### 6. Items Scheduled for Discussion: Summit Learning

Diane Tavenner recused herself from the discussion of this item and left the room for the discussion. Josh Lotstein, Chief Operating Officer/Chief Diversity Officer led a question and answer session related to the licensing agreement. We recommended the Board approve the resolution authorizing changes to the operation of the Summit Learning Program. Bob Oster moved to approve. Diego Arambula seconded the motion. Bob Oster, Diego Arambula, Blake Warner and Andrew Thompson voted in favor of the motion. Steve Humphreys stepped out of the room and did not cast a vote. The motion carried with 4 ayes.

#### 7. Items Scheduled for Discussion: CEO Update

Diane Tavenner, CEO, led a discussion of the current state of Summit Public Schools organizationally, a projection of where Summit Public Schools plans to go and what we will need to get there. No action was taken.

#### 8. Items Scheduled for Discussion: Superintendent Update

Anson Jackson, Superintendent, gave a presentation on his first 100 days' in the role. A question and answer session followed.

No action was taken.

#### 9. Items Scheduled for Discussion: CFO Update

- Joyce Montgomery, CFO, presented the revised budgets for 2018-19 to the Board. She requested the Board approve the revised budget for Summit Public Schools for 2018-10, with the exception of Summit Public Schools Denali. Bob Oster moved to approve. Blake Warner seconded the motion. Bob Oster, Diego Arambula, Blake Warner and Andrew Thompson voted in favor of the motion. Steve Humphreys stepped out of the room and did not cast a vote . The motion carried with 4 ayes.
- Joyce Montgomery then held a discussion to ask the Board for feedback and guidance regarding a budget proposal for Denali SY 2018-19. No action was taken.
- Joyce Montgomery shared a financial update on the fiscal year 2018-19 financial report. No action was taken.
- Joyce Montgomery reported on FY 2018 unaudited results and high-level variances for the organization. She recommended the Board approve the requested transfers to California schools. Andy Thompson moved to approve. Diego Arambula seconded the motion. Bob Oster, Diego Arambula, Blake Warner and Andrew Thompson voted in favor of the motion. Steve Humphreys stepped out of the room and did not cast a vote. The motion carried with 4 ayes.
- Joyce Montgomery provided an update for Home Office transfers for end of year financial statements for Summit Public Schools Tamalpais and Denali. We recommend the Board approve the resolution to transfer funds from the Summit Public Schools Home Office to Summit Public Schools Tamalpais and Denali. Andy Thompson moved to approve. Diego Arambula seconded the motion. Bob Oster, Diego Arambula, Blake Warner and Andrew Thompson voted in favor of the motion. Steve Humphreys stepped out of the room and did not cast a vote. The motion carried with 4 ayes.
- Joyce Montgomery held a question and answer session related to the Lowenstein endowment in the Wellington Fund and Lowenstein investment policy. We recommend the Board approve the resolution to invest the Lowenstein donation. Andy Thompson moved to approve. Diego Arambula seconded the motion. Bob Oster, Diego Arambula, Blake Warner and Andrew Thompson voted in favor of the motion. Steve Humphreys stepped out of the room and did not cast a vote. The motion carried with 4 ayes.
- Joyce Montgomery shared the quarterly bond disclosure report and held a question and answer session. No action was taken.
- Expanding on the bond disclosure report, Joyce Montgomery, share a real estate update and construction progress report. No action was taken.

#### 10. Items Scheduled for Discussion: Board Composition

Diane Tavenner, CEO, provided an update on the current number of active board members and discussed board membership and re-engaging the search process to add a new member to the Board. No action was taken.

11. Bob Oster motioned to adjourn the meeting. Andy Thompson seconded. The motion carried unanimously. The meeting adjourned at 2:55 pm.

