



## Board of Directors Meeting

July 29, 2022 @ 7:00 am

Agenda Minutes

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### Zoom Login Information

Meeting ID: 862 0106 7717

Passcode: 903i08

### 1. Call to Order

*The President of the Board will call the meeting to order.*

Time:	7:02 am
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#### Attendees

Elissa Lerma (President)	x	Oswaldo Diaz (CFO)	x	Matt Neri (Secretary)	x
Jaclyn Patterson (Member)	x	Dale Taylor (Member)		Billy McIntosh (Exec. Dir)	x
Chris Valdivia (Asst. Dir)	x	Terrence Lee (CBO)	x	Marisol Ramirez (District Rep)	x
Geetha Huma (Charter Impact)					

#### A quorum

<u>was</u> established.	x	or	<u>was not</u> established.	
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### 2. Public Testimony

During meetings of the Governing Board (Board), members of the audience have an opportunity to speak regarding subjects or concerns that appear, or do not appear, on the agenda. The Board President reserves the right to limit speaking time to three (3) minutes. Unless the item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken. The Board may acknowledge receipt of the information, or refer the matter to staff with no direction as to action or priority.

It is suggested that anyone wishing to speak to the Board arrive a few minutes prior to the start of the meeting.

Individuals, who require disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting, should contact the Secretary of the Board in writing. Notification 48 hours prior to the meeting will enable the Board to make reasonable arrangements to ensure accessibility to the meeting.

*Speakers and Topics*

None
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**3. Closed Session**

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**4. Discussion Items**

4.1	<b>Highland Academy’s updated Financial Control Policy - Terrence Lee</b> Discussion of policy, including employee payroll schedule changes and adding language for vetting vendors.
4.2	<b>Committee on Assignment for 22/23 Elective classes - Billy McIntosh</b> Elective class assignments were reviewed and discussed.
4.3	<b>Memorandum of Understanding and Agreement for Participation in the Center for Teaching Preparation Induction Program</b> An estimated 4 first and second year teachers will be participating in this program this year to clear their credential.
4.4	<b>Review Campus Painting Estimates - Chris Valdivia</b> The 3 painting estimates were discussed. Board Member Neri has experience with two of the companies and vouched for the quality of their work.
4.5	<b>22/23 Beginning of Year Updates: Staffing, Enrollment, Calendar Items - Billy McIntosh</b> School is fully staffed; a few 6th grade spots still remain, waiting list only for all other grade levels. Back to school night is Tuesday, August 9th from 5:00 - 7:30 pm. First day of school is August 11th.
4.6	<b>Minutes from 06/24/22 Board Meeting - Billy McIntosh</b> Prior minutes were reviewed and discussed.

## 5. Consent Agenda

5.1	<b>Recommend Approving Highland Academy's updated Financial Control Policy</b>						
	Motion:	Oswaldo Diaz			Second:	Jaclyn Patterson	
	Corrections:	Add language to policy requiring that all vendors be vetted prior to doing work for the school.					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.2	<b>Recommend Approving Committee on Assignment for 22/23 Elective classes</b>						
	Motion:	Matt Neri			Second:	Oswaldo Diaz	
	Corrections:	---					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:	0		

5.3	<b>Recommend Approving the Memorandum of Understanding and Agreement for Participation in the Center for Teaching Preparation Induction Program</b>						
	Motion:	Jaclyn Patterson			Second:	Matt Neri	
	Corrections:	---					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.4	<b>Recommend entering contract with Ewing Painting Inc. for the amount of \$14,800.00 (based on Estimate #2817).</b>						
	Motion:	Oswaldo Diaz			Second:	Jaclyn Patterson	
	Corrections:	---					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.5	Recommend Approving Board Meeting Minutes from 06/24/22.						
	Motion:	Jaclyn Patterson			Second:	Oswaldo Diaz	
	Corrections:	---					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

## 6. Program Director, Employee, and Board Member Reports

Billy McIntosh	Exec Dir	Invited Board members to the beginning of school year staff training to meet with the staff
Chris Valdivia	Asst Dir	---
Terrence Lee	CBO	---
Elissa Lerma	President	---
Oswaldo Diaz	CFO	---
Matt Neri	Secretary	---
Dale Taylor	Member	---
Jaclyn Patterson	Member	---
Beaumont USD		---

## 7. Adjournment of Meeting

Motion:	Matt Neri			Second:	Jaclyn Patterson	
Vote	Aye:	4	No:	0	Abstain:	0
Action	Approved:	x	Denied:			

Date of Next Meeting:	08/26/22
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