



**Mission Statement:**

*At Highland Academy, we pride ourselves in helping students identify their strengths. We welcome students to explore their innate curiosity through rigorous and inclusive learning. We produce respectful, imaginative, and vibrant learners to enter into our dynamic workforce and community.*

*There are many roads to genius, and we help you find yours!*

## Board of Directors Meeting

June 23, 2023 @ 7:00 am

Agenda    Minutes

|  |   |
|--|---|
|  | x |
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**Zoom Login Information**

<https://us06web.zoom.us/j/81549042940?pwd=RSs2aEs1U0VJQWZodytwcVhLV0prQT09>

Meeting ID: 815 4904 2940

Passcode: ssz1iX

**1. Call to Order**

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

|       |         |
|-------|---------|
| Time: | 7:02 am |
|-------|---------|

Attendees

|                              |   |                      |   |                                |   |
|------------------------------|---|----------------------|---|--------------------------------|---|
| Elissa Lerma (President)     | x | Oswaldo Diaz (CFO)   | x | Johana Carpio (Member)         | x |
| Jaclyn Patterson (Member)    | x | Dale Taylor (Member) | x | Billy McIntosh (Exec. Dir)     | x |
| Chris Valdivia (Asst. Dir)   | x | Terrence Lee (CBO)   | x | Marisol Ramirez (District Rep) | x |
| JJ Jacksack (Charter Impact) | x |                      |   |                                |   |
|                              |   |                      |   |                                |   |

A quorum

|   |                         |   |    |  |                             |  |  |
|---|-------------------------|---|----|--|-----------------------------|--|--|
| <table border="1" style="width: 100%;"> <tr> <td style="width: 80%; text-align: center;"><u>was</u> established.</td> <td style="width: 20%; text-align: center;">x</td> </tr> </table> | <u>was</u> established. | x | or | <table border="1" style="width: 100%;"> <tr> <td style="width: 80%; text-align: center;"><u>was not</u> established.</td> <td style="width: 20%;"></td> </tr> </table> | <u>was not</u> established. |  |  |
| <u>was</u> established.   | x                       |   |    |  |                             |  |  |
| <u>was not</u> established.   |                         |   |    |  |                             |  |  |

## 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 |
|------|

## 3. Closed Session

Start time: 8:25 am

|     |  |
|-----|--|
| 3.1 | <b>2023-24 Executive Director's Contract</b> - Contract was reviewed and discussed.                        |
| 3.2 | <b>Conduct 2023-24 Executive Director's Evaluation</b> - Director's evaluation was conducted by the Board. |

Closed session end time: 9:34 am

## 4. Discussion Items

|     |   |                            |
|-----|---|----------------------------|
| 4.1 | <b>Review and discuss Highland Academy's Proposed 2023-24 Budget</b> - Budget was presented and discussed.  | JJ Jacksack & Terrence Lee |
| 4.2 | <b>Review Education Protection Account (EPA) Spending Plan</b> - Highland Academy's EPA Spending Plan was reviewed and discussed.   | JJ Jacksack & Terrence Lee |
| 4.3 | <b>Review Highland Academy's 2023 Local Control and Accountability Plan (LCAP)</b> - Progress, goals, and actions in the LCAP were reviewed and discussed.                        | Billy McIntosh             |
| 4.4 | <b>Presentation of the CA Dashboard Local Indicators</b> - Reviewed and discussed.  | Billy McIntosh             |
| 4.5 | <b>Appoint Board Officers: Vice Chair and Secretary</b> - Board Member Patterson volunteered to be the secretary. The Board will revisit the Vice Chair position at a later time. | Billy McIntosh             |
| 4.6 | <b>Minutes from previous 05/26/2023 Board Meeting</b> - Board Meeting minutes were reviewed.  | Billy McIntosh             |

## 5. Consent Agenda

|     |  |             |   |         |         |                  |   |
|-----|--|-------------|---|---------|---------|------------------|---|
| 5.1 | <b>Recommend approving 2023-24 Executive Director's Contract</b> |             |   |         |         |                  |   |
|     | Motion:  | Dale Taylor |   |         | Second: | Jaclyn Patterson |   |
|     | Corrections:   | None        |   |         |         |                  |   |
|     | Vote   | Aye:        | 3 | No:     | 0       | Abstain:         | 0 |
|     | Action   | Approved    | x | Denied: |         |                  |   |

|     |   |                  |   |         |         |             |   |
|-----|---|------------------|---|---------|---------|-------------|---|
| 5.2 | <b>Recommend approving Highland Academy's Proposed 2023-24 Budget</b> |                  |   |         |         |             |   |
|     | Motion:   | Jaclyn Patterson |   |         | Second: | Dale Taylor |   |
|     | Corrections:  | None             |   |         |         |             |   |
|     | Vote  | Aye:             | 3 | No:     | 0       | Abstain:    | 0 |
|     | Action  | Approved         | x | Denied: |         |             |   |

|     |   |             |   |         |         |              |   |
|-----|---|-------------|---|---------|---------|--------------|---|
| 5.3 | <b>Recommend approving Education Protection Account (EPA) Spending Plan</b> |             |   |         |         |              |   |
|     | Motion:   | Dale Taylor |   |         | Second: | Elissa Lerma |   |
|     | Corrections:  | None        |   |         |         |              |   |
|     | Vote  | Aye:        | 3 | No:     | 0       | Abstain:     | 0 |
|     | Action  | Approved    | x | Denied: |         |              |   |

|     |   |                  |   |         |         |             |   |
|-----|---|------------------|---|---------|---------|-------------|---|
| 5.4 | <b>Recommend approving Highland Academy's 2023 Local Control and Accountability Plan (LCAP)</b> |                  |   |         |         |             |   |
|     | Motion:   | Jaclyn Patterson |   |         | Second: | Dale Taylor |   |
|     | Corrections:  | None             |   |         |         |             |   |
|     | Vote  | Aye:             | 3 | No:     | 0       | Abstain:    | 0 |
|     | Action  | Approved         | x | Denied: |         |             |   |

|            |   |  |   |         |         |              |   |
|------------|---|--|---|---------|---------|--------------|---|
| <b>5.5</b> | <b>Recommend approving newly appointed Board Officers: Vice Chair and Secretary</b> |  |   |         |         |              |   |
|            | Motion:   | Dale Taylor  |   |         | Second: | Elissa Lerma |   |
|            | Corrections:  | Jaclyn Patterson to be Board Secretary. Vice Chair position to be revisited at a later time. |   |         |         |              |   |
|            | Vote  | Aye:   | 3 | No:     | 0       | Abstain:     | 0 |
|            | Action  | Approved   | x | Denied: |         |              |   |

|            |   |                  |   |         |         |              |   |
|------------|---|------------------|---|---------|---------|--------------|---|
| <b>5.6</b> | <b>Recommend approving Minutes from previous 05/26/2023 Board Meeting</b> |                  |   |         |         |              |   |
|            | Motion:   | Jaclyn Patterson |   |         | Second: | Elissa Lerma |   |
|            | Corrections:  | None             |   |         |         |              |   |
|            | Vote  | Aye:             | 2 | No:     | 0       | Abstain:     | 1 |
|            | Action  | Approved         | x | Denied: |         |              |   |

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

|                  |           |  |
|------------------|-----------|--|
| Billy McIntosh   | Exec Dir  | ---  |
| Chris Valdivia   | Asst Dir  | ---  |
| Terrence Lee     | CBO       | ---  |
| Elissa Lerma     | President | The Board requested that school administration look into creating an end-of-year evaluation tool with a 5-point scale instead of the current 3-point scale we use now. |
| Oswaldo Diaz     | CFO       | ---  |
| Johana Carpio    | Secretary | ---  |
| Dale Taylor      | Member    | ---  |
| Jaclyn Patterson | Member    | ---  |
| Beaumont USD     |           | ---  |

## 7. Adjournment of Meeting

|       |         |
|-------|---------|
| Time: | 9:44 am |
|-------|---------|

|         |                  |   |         |         |             |   |
|---------|------------------|---|---------|---------|-------------|---|
| Motion: | Jaclyn Patterson |   |         | Second: | Dale Taylor |   |
| Vote    | Aye:             | 3 | No:     | 0       | Abstain:    | 0 |
| Action  | Approved:        | x | Denied: |         |             |   |

|                       |            |
|-----------------------|------------|
| Date of Next Meeting: | 07/28/2023 |
|-----------------------|------------|