

Highland Academy Charter School

Board of Directors Meeting

February 28, 2020

1. Call to Order- *The President of the Board will call the meeting to order.*

Time – 7:05AM

Attendees: X Kevin Lisboa Brooke Horspool X Elissa Lerma X Matt Neri
X Christine McIntyre X Brent Bishop X Billy McIntosh X Terrence Lee
X BUSD Rep

A quorum was 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 and to fill out a form "Request to Address the Board" located at the back of the boardroom. The form is submitted to the Secretary of the Board.

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- None

4. Discussion Items

4.1 Review Financial Package & 2nd Interim Budget Report- Charter Impact

Reviewed with Charter Impact and Terrence Lee

4.2 Update on possible change of SELPA

No Changes/ On Going

4.3 Discussion of Board Guidelines- previously tabled discussion

Reviewed

4.4 Discussion of Upcoming Compliance Calendar Items: 2nd Interim Budget Report

Reviewed during item 4.1

4.5 Discuss Investment Plan- previously tabled discussion

Reviewed options with Terrence

4.6 Discuss ASB Profit and Loss Statement

Reviewed and discussed – Student store losses

4.7 Discuss Auditor Selection Contract

Reviewed audit discrepancy with Terrence Lee

4.8 Discuss Adjusted Audit Report

Discussed and reviewed

4.9 Discuss Syntech Renewal Proposal (#9100)

Discussed 3-year contract for the wireless access points on campus

4.10 Review Minutes from January 17, 2019 Board Meeting

Reviewed and discussed

4.11 ASB Report from Mason Spellman

Mason discussed the new app and happenings with ASB

4.12 Discussion of Parent Teacher Organization

New PTO member's elections – Valentine's Day Dance update – Read across America week – new PTO email setup.

5. Consent Agenda:

5.1 Recommend approving 2nd Interim Budget Report

Motion: Kevin Lisboa Second: Christine McIntyre

Corrections: None

Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed

Action: Approved

5.2 Recommend approving Board of Directors Guidelines

Motion: Elissa Lerma Second: Christine McIntyre

Corrections: None

Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed

Action: Approved

- 5.3 Recommend approving January 17, 2020 Meeting Minutes
Motion: Matthew Neri Second: Elissa Lerma
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.4 Recommend approving Investment Plan
Motion: Kevin Lisboa Second: Matthew Neri
Corrections: Approved at 250K into a CD investment option
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.5 Recommend approving Auditor Contract
Motion: Christine McIntyre Second: Elissa Lerma
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.6 Recommend approving Adjusted Audit Report
Motion: Matthew Neri Second: Kevin Lisboa
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.7 Recommend approving Syntech Renewal Proposal (#9100)
Motion: Elissa Lerma Second: Christine McIntyre
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved

6. Employee, Directors, and Program Director Report

Kevin Lisboa (President): Windows project update

Brooke Horspool (CFO): Absent

Matt Neri (Secretary): None

Elissa Lerma (Board Member): None

Christine McIntyre (Board Member): None

Brent Bishop, Executive Director: Custodial changes – Open Enrollment

Billy McIntosh, Assistant Director: None

Terrence Lee, Director of Finance: None

7. Adjournment of Meeting

Motion: Matthew Neri Second: Elissa Lerma

Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed

Date and Location of Next Meeting: March 13th 2020 7:00AM

Respectfully Submitted,

Matthew Neri
Secretary, Board of Directors, HACS

Date 2-28-20