

Highland Academy Charter School

Board of Directors Meeting

September 25, 2020

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

Time- 7:00 am

Attendees: ___ Kevin Lisboa x- Brooke Horspool x- Elissa Lerma x- Matt Neri
 x- Christine McIntyre x- Brent Bishop x- Billy McIntosh x- Terrence Lee
 x- Jennfier Ellis x- Debbie Flores x- Geetha Huma

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 Learning Loss Mitigation Fund Budget (Terrence Lee): Budget reviewed
- 4.2 Review Learning Continuity Plan (Billy McIntosh): Plan reviewed
- 4.3 Review Distance Learning Engagement and Retention Plan (Brent Bishop): Plan reviewed
- 4.4 Review proposed copier contract from Konica Minolta (Brent Bishop): Contract reviewed
- 4.5 Review purchase from Costco for administrative computers: Purchase presented and discussed

- 4.6 Review August 2020 Financial Package (Geetha Huma): Report reviewed
- 4.7 Review Minutes from September 11, 2020 Board Meeting (Brent Bishop): Minutes reviewed. No changes.

5. Consent Agenda:

- 5.1 Recommend approving Learning Loss Mitigation Fund Budget
Motion: Matt Neri; Second: Elissa Lerma
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.2 Recommend approving Learning Continuity Plan
Motion: Christine McIntyre; Second: Brooke Horspool
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.3 Recommend approving Distance Learning Engagement and Retention Plan
Motion: Matt Neri; Second: Christine McIntyre
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.4 Recommend approving copier contract from Konica Minolta
Motion: Brooke Horspool; Second: Christine McIntyre
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.5 Recommend approving purchase from Costco for administrative computers
Motion: Christine McIntyre; Second: Elissa Lerma
Corrections: Can be purchased from other vendors to be most cost effective; not to exceed
\$6,949.95
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.6 Recommend approving September 11, 2020 Meeting Minutes
Motion: Christine McIntyre; Second: Matt Neri

Corrections: None

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

Action: Approved

6. Employee, Directors, and Program Director Report

Kevin Lisboa (President): Absent

Brooke Horspool (CFO) : None

Matt Neri (Secretary): None

Elissa Lerma (Board Member): None

Christine McIntyre (Board Member): None

Brent Bishop, Executive Director: Sunshine Janitorial contract extension coming soon; Riv. County in the red and we are monitoring closely.

Billy McIntosh, Assistant Director: None

Terrence Lee, Director of Finance: None

7. Adjournment of Meeting

Motion: Brooke Horspool; Second: Christine McIntyre

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

Action: Approved

Date and Location of Next Meeting:

October 16, 2020 at 7:00 am via Zoom

Respectfully Submitted,

Brent Bishop

Executive Director, HACS

Brent R Bishop

Date

Sep 25, 2020

Signature: 
Brent R Bishop (Sep 25, 2020 08:17 PDT)

Email: brentbishop@highland-academy.org