

**Highland Academy Charter School**  
**Board of Directors Meeting Minutes**  
**October 16, 2020**

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

Time- 7:03 am

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 (Jennifer Ellis)  
                  X- Geetha Huma (Charter Impact)

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 August 2020 Financial Package (Geetha Huma): Report reviewed.

4.2     Review Sunshine Janitorial Contract (Brent Bishop): Contract reviewed.

4.3     Review Evelyn Trejo Contract (Brent Bishop): Contract reviewed.

4.4     Review El Dorado SELPA Documents: Documents reviewed.

4.5     Review Minutes from September 25, 2020 Board Meeting (Brent Bishop): Minutes reviewed.

## **5. Consent Agenda:**

5.1 Recommend approving Sunshine Janitorial Contract

Motion: Kevin Lisboa Second: Matt Neri

Corrections: None

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

Action: Approved

5.2 Recommend approving Evelyn Trejo contract

Motion: Kevin Lisboa Second: Christine McIntyre

Corrections: None

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

Action: Approved

5.3 Recommend approving Certification 5 and Participation Agreement for El Dorado SELPA

Motion: Kevin Lisboa Second: Matt Neri

Corrections: None

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

Action: Approved

5.4 Recommend approving September 25, 2020 Meeting Minutes

Motion: Matt Neri 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): Asked question about reopening.

Brooke Horspool (CFO) : Absent

Matt Neri (Secretary): No report

Elissa Lerma (Board Member): No report

Christine McIntyre (Board Member): No report

Brent Bishop, Executive Director: No report

Billy McIntosh, Assistant Director: No report

Terrence Lee, Director of Finance: No report

**7. Adjournment of Meeting**

Motion: Matt Neri      Second: Kevin Lisboa

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

Action: Approved

Date and Location of Next Meeting:

November 20, 2020 at 7:00 am via Zoom

Respectfully Submitted,

Brent Bishop

Executive Director, HACS

Date October 16, 2020