

Highland Academy Charter School

Board of Directors Meeting

May 15, 2020

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

Time- 7:01 AM

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

A quorum was established not 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-

- 3.1 Discuss Staff Contracts for 2020/2021 School Year
- 3.2 Discuss Administrative Contract for 2020/2021 School Year

4. Discussion Items

4.1 Review Financial Package for April 2020
Financials Reviewed

4.2 Discussion of Upcoming Compliance Calendar Items: Form 700
Form discussed. Due to state by 6/1. Each Board member to complete

4.3 Conduct Administrative Evaluation
Evaluation Completed. Feedback provided to administration.

Note: Board President had to leave meeting at 7:59 am. Board carried on in his absence.

4.4 Discuss Committee on Assignment Recommendation for 2020/2021 School Year
Held discussion. Determined Brent Bishop, Billy McIntosh, and Elissa Lerma would make up committee pending Board Action in Consent Agenda

4.5 Discuss Preliminary Budget for 2020/2021 School year (Charter Impact)
Discussion Held

4.6 Review Minutes from April 17, 2020 Board Meeting
Minutes reviewed. No errors identified

5. Consent Agenda:

5.1 Recommend approving Administrative Evaluation for 2019/2020 School Year

Motion: Christine McIntyre Second: Matt Neri

Corrections: _____

Vote: ___ Aye ___ No ___ Abstain ___ Opposed

Action: ___ Approved ___ Denied ___ Tabled

5.2 Recommend approving items 3.1 and 3.2 from Closed Session

Motion: Brooke Horspool Second: Matt Neri

Corrections: None

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

Action: Approved

5.3 Recommend appointing Committee on Assignment Members (3)

Motion: Brooke Horspool Second: Christine McIntyre

Corrections: None

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

Action: Approved

5.4 Recommend approving April 17, 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): Excused himself prior to Report Section

Brooke Horspool (CFO) :None

Matt Neri (Secretary): None

Elissa Lerma (Board Member): None

Christine McIntyre (Board Member): Asked about plans for recognizing promoting students, the administration provided details.

Brent Bishop, Executive Director: None

Billy McIntosh, Assistant Director: None

Terrence Lee, Director of Finance: None

7. Adjournment of Meeting

Motion: Matt Neri Second: Christine McIntyre

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

Action: Approved

Date and Location of Next Meeting:

Friday, June 12, 2020 at 7:00 am via Zoom (online)

Respectfully Submitted,

Brent Bishop
Executive Director, HACS

Date