



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

September 15, 2023 @ 7:00 am

715 Wellwood Ave Beaumont CA 92223

C-Building Conference Room

Agenda Minutes

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1. Call to Order

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

Time:	7:03 am
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Attendees

Elissa Lerma (President)	x	Oswaldo Diaz (CFO)	x	Johana Carpio (Member)	x
Jaclyn Patterson (Secretary)	x	Dale Taylor (Member)	x	Billy McIntosh (Exec. Dir)	x
Chris Valdivia (Asst. Dir)	x	Terrence Lee (CBO)	x	Jamie Barrueta (District Rep)	x
Tracy Haberman (Charter Impact)	x				

A quorum

<u>was</u> established.	x	or	<u>was not</u> established.	
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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: N/A

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Closed session end time: N/A

4. Discussion Items

4.1	August 2023 Financial Package - <i>Reviewed and discussed.</i>	Tracy Haberman
4.2	Highland Academy's 2022-23 Unaudited Actuals Financial Report - <i>Reviewed and discussed.</i>	Tracy Haberman & Terrence Lee
4.3	Highland Academy's FY23 Education Protection Account (EPA) Actual Expenditures - <i>Reviewed and discussed.</i>	Tracy Haberman & Terrence Lee
4.4	Curriculum Associates i-Ready Assessment and Personalized Instruction Math and Reading Site License <ul style="list-style-type: none">● Quote 305494.2- <i>License was reviewed and discussed. School administration will look into multi-year licensing moving forward to cut down on the cost.</i>	Chris Valdivia
4.5	Potential new campus security camera systems <ul style="list-style-type: none">● Bid # NMXM821 from CDW-G● Bid # Q-31141 from STS Education	Billy McIntosh & Chris Valdivia

	<ul style="list-style-type: none"> - The details from both bids were reviewed and discussed. Question about the difference between “Enterprise” and “Professional” licenses was answered. - The school’s plan is to adopt a “Use of Surveillance” addendum to the student handbook at our next Board Meeting and increase surveillance signage throughout campus. 	
4.6	Estimates for new drinking fountains <ul style="list-style-type: none"> • Estimate # 11165 from Bow Tie Plumbing & Rooter • Estimate # 91 from Beaumont Plumbing Services, Inc. - Both estimates were reviewed. 	Billy McIntosh & Chris Valdivia
4.7	Potential new Board member discussion <ul style="list-style-type: none"> - Names of several individuals were discussed. The plan is to extend an invite to these individuals to meet with the Board at the next meeting. 	Billy McIntosh
4.8	Current Board meeting day and time discussion Note: Highland Academy Board Meetings are traditionally held the last Friday of the month at 7:00 am. <ul style="list-style-type: none"> - Meeting day and time change to the last Tuesday of every month at 6:00 pm. It is hoped this change will allow more staff and parents to attend Board meetings. 	Billy McIntosh
4.9	Minutes from previous 08/25/2023 Board Meeting <ul style="list-style-type: none"> - Reviewed and discussed. 	Billy McIntosh

5. Consent Agenda

5.1	Recommend approving Highland Academy’s 2022-23 Unaudited Actuals Financial Report							
	Motion:	Oswaldo Diaz			Second:	Dale Taylor		
	Corrections:	None						
	Vote	Aye:	5	No:	0	Abstain:	0	
	Action	Approved	x	Denied:				

5.2	Recommend approving Highland Academy’s FY23 Education Protection Account (EPA) Actual Expenditures							
	Motion:	Jaclyn Patterson			Second:	Dale Taylor		

	Corrections:	None					
	Vote	Aye:	5	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.3	Recommend approving STS Education bid #Q-31141 for new campus security camera system						
	Motion:	Dale Taylor			Second:	Oswaldo Diaz	
	Corrections:	Approving the "Option 1" Enterprise Console 5 Year License					
	Vote	Aye:	5	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.4	Recommend approving estimate #91 from Beaumont Plumbing Services, Inc for new drinking fountains						
	Motion:	Elissa Lerma			Second:	Jaclyn Patterson	
	Corrections:	Current estimate is \$4,600.00 with the overall cost of the project not to exceed \$5,600.00					
	Vote	Aye:	5	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.5	Recommend approving Curriculum Associates i-Ready Assessment and Personalized Instruction Math and Reading Site License - Quote 305494.2						
	Motion:	Dale Taylor			Second:	Jaclyn Patterson	
	Corrections:	None					
	Vote	Aye:	5	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.6	Recommend approving minutes from previous 08/25/2023 Board Meeting						
	Motion:	Oswaldo Diaz			Second:	Johana Carpio	
	Corrections:	None					

	Vote	Aye:	5	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

6. Program Director, Employee, and Board Member Reports

Billy McIntosh	Exec Dir	None
Chris Valdivia	Asst Dir	None
Terrence Lee	CBO	Expressed gratitude to Board Member Diaz for his many years of service to Highland Academy.
Elissa Lerma	President	None
Oswaldo Diaz	CFO	None
Johana Carpio	Member	None
Dale Taylor	Member	Expressed that it would be helpful for any future potential bids to provide an overview for the Board to review the key points. Will provide a template to school admin for any future potential business.
Jaclyn Patterson	Secretary	None
Tracy Haberman	Charter Impact	None
Beaumont USD		None

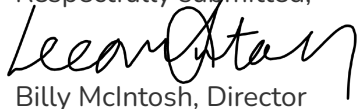
7. Adjournment of Meeting

Time:	8:02 am
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Motion:	Elissa Lerma	Second:	Dale Taylor			
Vote	Aye:	5	No:	0	Abstain:	0
Action	Approved:	x	Denied:			

Date and time of next meeting:	10/27/2023 @ 7:00 am 10/24/2023 @ 6:00 pm
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Respectfully submitted,


Billy McIntosh, Director