



**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

October 24, 2023 @ 6:00 pm

715 Wellwood Ave Beaumont CA 92223

Room A1

Agenda    Minutes

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**1. Call to Order**

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

Time:	5:57 pm
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Attendees

Elissa Lerma (President)	x	Johana Carpio (Member)	x	Dale Taylor (Member)	x
Billy McIntosh (Exec. Dir)	x	Chris Valdivia (Asst. Dir)	x	Terrence Lee (CBO)	x
Marisol Ramirez (District Rep)	x	Tracy Haberman (Charter Impact)	x	Jason French	x

A quorum

was established.	x	or	was <u>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
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## 3. Closed Session

Start time: N/A

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Closed session end time: N/A

## 4. Discussion Items

4.1	<b>September 2023 Financial Package</b> September finances reviewed and discussed. Discussion on the restricted funds.	Tracy Haberman
4.2	<b>Charter Impact, LLC Business Management Payroll Supplement Agreement</b> Agreement was reviewed and discussed.	Tracy Haberman & Billy McIntosh
4.3	<b>Potential new Board Members discussion to fill vacancies</b> Mr. Jason French was introduced to the Board as a potential replacement to fill a vacancy. Both parties had an opportunity to ask questions and gather information.	Billy McIntosh
4.4	<b>STS Education Quote #Q-34073</b> Notes: 30 new Chromebooks	Chris Valdivia
4.5	<b>Facilities update: Lunchroom, Drinking Fountains, Security Cameras, and upcoming new HVAC systems</b> Drinking fountains have been installed. Security cameras are in the process of being installed and should be functional by week's end. Lunchroom plans have been submitted to the DSA and we	Billy McIntosh & Chris Valdivia

	are waiting for their approval and notes to begin other parts of the process. The district will be replacing most HVAC units throughout campus during the school year.	
4.6	<b>Use of Surveillance/Video Cameras Policy</b> Policy was reviewed and discussed. Discussion on adding the language “video and/or audio recordings” to avoid any ambiguity.	<b>Billy McIntosh &amp; Chris Valdivia</b>
4.7	<b>Upcoming School Events</b> <ul style="list-style-type: none"> <li>● October 23rd - 27th - Red Ribbon Week</li> <li>● Friday, October 27th @ 6:00 - 8:00 pm - Fall Festival</li> <li>● Tuesday, October 31st @ 1:00 pm - Elementary Dance</li> <li>● Tuesday, November 7th - 3rd Grade Field Trip to SB County Museum</li> <li>● Wednesday, November 8th - 5th &amp; 8th Grade Field Trip to Riley’s in Oak Glen</li> <li>● Friday, November 10th - Veteran’s Day (No School)</li> <li>● Thursday, November 16th - Turkey Trot</li> <li>● Friday, November 17th - Elementary Feast</li> <li>● Friday, November 17th - Middle School Fall Dance</li> <li>● November 20th - 24th - Thanksgiving Break (No School)</li> <li>● Tuesday, November 28th - Board Meeting</li> <li>● Thursday, December 14th - Red Carpet Premiere (Theater)</li> </ul>	<b>Billy McIntosh</b>
4.8	<b>Review minutes from previous 09/15/2023 Board meeting</b> Minutes were reviewed and discussed.	<b>Billy McIntosah</b>

## 5. Consent Agenda

5.1	<b>Recommend appointing <u>Jason French</u> to fill Board vacancy.</b>						
	Motion:	Dale Taylor			Second:	Johana Carpio	
	Corrections:	----					
	Vote	Aye:	3	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.2	<b>Recommend approving Charter Impact, LLC Business Management Payroll</b>
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<b>Supplement Agreement</b>							
Motion:	Elissa Lerma			Second:	Johana Carpio		
Corrections:	---						
Vote	Aye:	4	No:	0	Abstain:	0	
Action	Approved	x	Denied:				

<b>5.3</b>	<b>Recommend approving STS Education Quote #Q-34073</b>							
	Motion:	Johana Carpio			Second:	Jason French		
	Corrections:	---						
	Vote	Aye:	4	No:	0	Abstain:	0	
	Action	Approved	x	Denied:				

<b>5.4</b>	<b>Recommend approving Use of Surveillance/Video Cameras Policy</b>							
	Motion:	Dale Taylor			Second:	Jason French		
	Corrections:	Include the language "video and/or audio recordings".						
	Vote	Aye:	4	No:	0	Abstain:	0	
	Action	Approved	x	Denied:				

<b>5.5</b>	<b>Recommend approving minutes from previous 09/15/2023 Board meeting</b>							
	Motion:	Johana Carpio			Second:	Dale Taylor		
	Corrections:	---						
	Vote	Aye:	4	No:	0	Abstain:	0	
	Action	Approved	x	Denied:				

## 6. Program Director, Employee, and Board Member Reports

Billy McIntosh	Exec Dir	Discussion on moving the new Board Meeting day to the last Thursday of each month (as opposed to Tuesday).
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Chris Valdivia	Asst Dir	None
Terrence Lee	CBO	None
Elissa Lerma	President	None
Johana Carpio	Member	None
Dale Taylor	Member	Recommended that school undergo a Technology Controls Audit to ensure that the school's systems and data are secure.
Tracy Haberman	Charter Impact	None
Jason French	Member	Excited to be joining the Board and supporting the school.
Beaumont USD		Reminder that the 1st Interim needs to be presented at our next Board Meeting

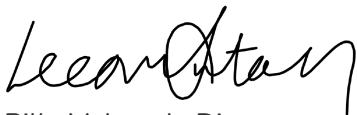
## 7. Adjournment of Meeting

Time:	7:22 pm
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Motion:	Dale Taylor			Second:	Johana Carpio		
Vote	Aye:	4	No:	0	Abstain:	0	
Action	Approved:	x	Denied:				

Date and time of next meeting:	<del>11/28/2023 @ 6:00 pm</del> 11/30/2023 @ 6:00 pm
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Respectfully submitted,



Billy McIntosh, Director