



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

May 23, 2024 @ 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:	
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Attendees

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

A quorum

was established.	
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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

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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	Public hearing to review and discuss the FY 2024-25 Budget <i>Note: Budget to be presented at the next Board meeting for consideration.</i>	Tracy Haberman and Terrence lee
4.2	Public hearing to review and discuss 2024-25 LCAP <i>Note: LCAP to be presented at the next Board meeting for consideration.</i>	Billy McIntosh
4.3	HACS ELOP Plan / 2024 Summer Programs	Billy McIntosh
4.4	PowerSchool Student Information System Renewal <i>Notes: INV393438</i>	Billy McIntosh
4.5	Quotes for the purchase of 300 Chromebooks <i>Notes: CDWG 72629231-62, Best Buy 244639652, and STS Education Q-38725</i>	Billy McIntosh
4.6	Review Financial Controls Policy Section XIV: CAPITAL DEPRECIATION; DISPOSITIONS AND DEPRECIATION <i>Notes: "All property and equipment acquisitions and dispositions shall be approved by the Board of Directors. Assets in excess of \$500 shall be capitalized and depreciated over their useful life in accordance with GAAP for nonprofit organizations. Asset purchases of under \$500 and</i>	Tracy Haberman and Terrence Lee

	<i>software purchases shall be expensed. The BK will reconcile the fixed asset and related depreciation schedules to the general ledger account monthly.”</i>	
4.7	Board Resolution 2024-05-23-01 Regarding Employee Retention Stipends	Billy McIntosh
4.8	Form 990 Income Tax Return for year ended June 30, 2023	Terrence Lee
4.9	Highland Academy’s Promotion and Retention Policy	Billy McIntosh
4.10	Upcoming school event calendar <ul style="list-style-type: none"> ● May 27th - No School (Memorial Day) ● May 31st - 5th and 8th Grade Six Flags field trip ● June 4th <ul style="list-style-type: none"> ○ Kindergarten & 5th Grade Promotion - 10:00 am ○ 8th Grade Promotion - 6:00 pm ● June 6th - Last Day of School ● June 10th - First Day of TK - 6 Summer Academy 	Billy McIntosh
4.11	Review minutes from previous 03/28/2024 Board Meeting	Elissa Lerma

5. Consent Agenda

5.1	Recommend approving HACS’ ELOP Plan						
	Motion:		Second:				
	Notes:						
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

5.2	PowerSchool Student Information System Renewal						
	Motion:		Second:				
	Notes:	INV393438					
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

5.3	Recommend approving the purchase of 300 Chromebooks.
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	Motion:				Second:		
	Notes:	Best Buy Quote 244639652					
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

5.4	Recommend amending Financial Controls Policy: Section XIV CAPITAL DEPRECIATION; DISPOSITIONS AND DEPRECIATION						
	Motion:				Second:		
	Notes:	Amended policy shall read: <i>Assets in excess of \$500 \$5000 shall be capitalized and depreciated over their useful life in accordance with GAAP for nonprofit organizations. Asset purchases of under \$500 \$5000 and software purchases shall be expensed.</i>					
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

5.5	Recommend approving Board Resolution 2024-05-23-01 Regarding Employee Retention Stipends						
	Motion:				Second:		
	Notes:						
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

5.6	Recommend ratifying Form 990 Income Tax Return for year ended June 30, 2023						
	Motion:				Second:		
	Notes:						
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

5.7	Recommend approving Retention and Promotion Policy						
	Motion:				Second:		
	Notes:						
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

5.8	Recommend approving minutes from previous 03/28/2024 Board Meeting						
	Motion:				Second:		
	Notes:						
	Vote	Aye:		No:		Abstain:	
	Action	Approved		Denied:			

6. Program Director, Employee, and Board Member Reports

Billy McIntosh	Exec Dir	
Terrence Lee	CBO	
Elissa Lerma	President	
Johana Carpio	Member	
Dale Taylor	Member	
Jason French	Member	
Alma Lomeli	Member	
Tracy Haberman	Charter Impact	
Beaumont USD		

7. Adjournment of Meeting

Time:	
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Motion:				Second:		
Vote	Aye:		No:		Abstain:	
Action	Approved:		Denied:			

Date and time of next meeting:	06/27/2024
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