



**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

**August 29, 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:	6:06
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Attendees

Matthew Neri (President Pro Tem)	x	Johana Carpio (Member)	x	Dale Taylor (Member)	x
Jason French (Member)	x	Alma Lomeli (Member)		Terrence Lee (CBO)	x
Marisol Ramirez (District Rep)		Tracy Haberman (Charter Impact)	x	Billy McIntosh (Exec. Dir)	x
Elizabeth Boucher (Assistant Dir)	x	Ben Harmon (Teacher)	x	Stacy Mckinney	x

A quorum

<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;"><u>was</u> established.</td> <td style="width: 20px; text-align: center;">x</td> </tr> </table>	<u>was</u> established.	x	or	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">was <u>not</u> established.</td> <td style="width: 20px;"></td> </tr> </table>	was <u>not</u> established.	
<u>was</u> established.	x					
was <u>not</u> 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.

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: 6:07

3.1	Discussion on employee continuing education proposals
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Closed session end time: 6:52

**4. Discussion Items**

4.1	<b>June 2024 Financial Presentation</b> Reviewed and discussed.	Tracy Haberman
4.2	<b>2023-24 Unaudited Actuals Financial Report</b> Reviewed and discussed.	Tracy Haberman
4.3	<b>FY2023-24 Final EPA Expenditures</b> Reviewed and discussed.	Tracy Haberman
4.4	<b>Review HACS Wellness Policy</b> Discussion on classroom birthday parties, protecting students with food allergies, and pre-packaged food.	Billy McIntosh
4.5	<b>2022-23 Teaching Assignment Monitoring Outcomes (TAMO)</b> Report was reviewed and plans to address areas of identified need were discussed.	Billy McIntosh
4.6	<b>Committee on Assignment for 2024-25 Elective Classes</b> Current year elective assignments were reviewed.	Billy McIntosh
4.7	<b>Open Up Resources Quote (Q-50745)</b> Notes: Middle School Math curriculum	Billy McIntosh
4.8	<b>Navigate 360 Risk Assessment Proposal (Q-165592)</b> Questions on total project timeline and scope of the risk assessment.	Elizabeth Boucher
4.9	<b>HACS Field Trip Policy</b> New policy was reviewed and discussed. Changes include requiring LiveScan fingerprinting for drivers and chaperones, mandating school employees carry student medication, and requiring field trip drivers to disclose insurance coverage limits.	Billy McIntosh
4.10	<b>New Board member discussion</b> List of potential new Board members discussed. Invitations to attend the next Board meeting will be extended.	Matt Neri
4.11	<b>Upcoming school events and calendar items</b> <ul style="list-style-type: none"> <li>• Monday, September 2nd - Labor Day - No School</li> <li>• Thursday, September 5th - School-Wide Attendance Reward</li> </ul>	Billy McIntosh

	<p>(90% Club)</p> <ul style="list-style-type: none"> <li>• Friday, September 6th - Spirit Day - Crazy Sock Day</li> <li>• Monday, September 9th - Staff vs. Student Softball Game (7th Period)</li> <li>• Wednesday, September 11th - Red, White, and Blue Day</li> <li>• September 23 to 26 - Penny Wars ASB Fundraiser</li> <li>• Friday, September 27th - Spirit Day - Camo Day</li> <li>• Friday, October 3rd - School-Wide Attendance Reward (90% Club)</li> <li>• October 8 to 10 - Minimum Days / Parent Teacher Conferences / End of 1st Quarter</li> <li>• October 11 and 14 - No School - CA Admission Day</li> <li>• Thursday, October 17th - Great Shakeout Earthquake Drill</li> <li>• October 21 to 25 - Red Ribbon Week</li> <li>• Friday, October 25 - 5:00 - 7:30 - Fall Festival</li> <li>• Wednesday, October 30th - Beaumont USD Site Visit</li> </ul>	
4.12	<p><b>Schedule of SY 2024-25 Board Meetings</b></p> <ul style="list-style-type: none"> <li>• 09/26/2024</li> <li>• 10/29/2024 (Tuesday)</li> <li>• 12/05/2024</li> <li>• 01/30/2025</li> <li>• 02/27/2025</li> <li>• 03/27/2025</li> <li>• 04/24/2025</li> <li>• 05/29/2025</li> <li>• 06/26/2025</li> </ul>	Billy McIntosh
4.13	<p><b>Minutes from previous 07/09/24 Board Meeting</b> Minutes were reviewed and discussed.</p>	Billy McIntosh

## 5. Consent Agenda

5.1	<b>Recommend approval of the 2023-24 Unaudited Actuals Financial Report</b>							
	Motion:	Dale Taylor			Second:	Jason French		
	Notes:	None						
	Vote	Aye:	4	No:	0	Abstain:	0	
	Action	Approved	x	Denied:				

5.2	<b>Recommend approval of the FY2023-24 Final EPA Expenditures</b>							
	Motion:	Matt Neri			Second:	Johana Carpio		
	Notes:	None						

	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

<b>5.3</b>	<b>Recommend approval of the HACS Wellness Policy</b>						
	Motion:	Jason French			Second:	Matt Neri	
	Notes:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

<b>5.4</b>	<b>Recommend approval of Committee on Assignment for 2024-25 Elective Classes</b>						
	Motion:	Dale Taylor			Second:	Jason French	
	Notes:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

<b>5.5</b>	<b>Recommend approval of Open Up Resources Quote (Q-50745)</b>						
	Motion:	Matt Neri			Second:	Johana Carpio	
	Notes:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

<b>5.6</b>	<b>Recommend approval of Navigate 360 Risk Assessment Proposal (Q-165592)</b>						
	Motion:	Matt Neri			Second:	Johana Carpio	
	Notes:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

<b>5.7</b>	<b>Recommend approval of HACS Field Trip Policy</b>						
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	Motion:	Johana Carpio			Second:	Jason French	
	Notes:	Approved with the following changes: requiring LiveScan fingerprinting for drivers and chaperones, mandating school employees carry student medication, and requiring field trip drivers to disclose insurance coverage limits.					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

<b>5.8</b>	<b>Recommend approval of new Board Member</b>						
	Motion:	---			Second:	---	
	Notes:	Tabled					
	Vote	Aye:	---	No:	---	Abstain:	---
	Action	Approved	---	Denied:	---		

<b>5.9</b>	<b>Recommend approval of minutes from previous 07/09/24 Board Meeting</b>						
	Motion:	Jason French			Second:	Dale Taylor	
	Notes:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

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

Billy McIntosh	Exec Dir	---
Elizabeth Boucher	Asst Dir	---
Terrence Lee	CBO	---
Matthew Neri	Member	---
Johana Carpio	Member	---
Dale Taylor	Member	Question about how to manage potential donations. Requested copy of employee handbook.
Jason French	Member	---
Alma Lomeli	Member	---
Tracy Haberman	Charter Impact	---

Beaumont USD	---
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**7. Adjournment of Meeting**

Time:	8:21 pm
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Motion:	Johana Carpio	Second:	Dale Taylor			
Vote	Aye:	4	No:	0	Abstain:	0
Action	Approved:	x	Denied:			

Date and time of next meeting:	09/26/2024
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