



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

February 25, 2025 @ 6:00 pm

715 Wellwood Ave Beaumont CA 92223

Room A1

Agenda	Minutes
	x

1. Call to Order

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

Time:	6:02 pm
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Attendees

Matthew Neri (President)	x	Johana Carpio (Member)	x	Kristina Santillan (Secretary)	
Jason French (Member)	x	Kelly Griffenhagen (Vice President)	x	Terrence Lee (CBO)	x
Marisol Ramirez (District Rep)	x	Tracy Haberman (Charter Impact)	x	Billy McIntosh (Exec. Dir)	x
Elizabeth Boucher (Asst. Dir)	x				

A quorum

<div style="display: flex; justify-content: space-between; align-items: center;"> <u>was</u> established. <input checked="" type="checkbox"/> </div>	or	<div style="display: flex; justify-content: space-between; align-items: center;"> <u>was not</u> established. <input type="checkbox"/> </div>
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2. Public Testimony

During Governing Board meetings, the public is invited to address the Board on matters within its jurisdiction, whether or not those matters appear on the meeting agenda. The Board President retains the authority to limit individual speaking time to three minutes. In compliance with the Brown Act, the Board will not take action on items not listed on the published agenda. The Board may acknowledge the information provided or refer the matter to staff for review, without directing specific action or prioritization. Attendees are advised to arrive prior to the meeting's commencement. Individuals requiring disability-related accommodations should submit a written request to the Board Secretary at least 48 hours in advance.

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	Second Interim Report for the 2024-25 Fiscal Year The Second Interim report was reviewed and discussed.	Tracy Haberman
4.2	Monthly Financial Report - January 2025 January Financial Report was reviewed and discussed.	Tracy Haberman
4.3	2024-25 LCAP Midyear Update Discussion on LCAP goals, actions, and expenditures.	Billy McIntosh
4.4	2025-26 Academic Calendar Discussion on Friday Early Release days and staff professional development opportunities.	Billy McIntosh
4.5	GoGuardian Quote Q-414313 Quote was reviewed and discussed.	Elizabeth Boucher
4.6	2024-25 Auditor Selection Notice Management is recommending that we partner with CLA for our auditing services this year.	Billy McIntosh
4.7	Services Agreement with Amergis Healthcare Staffing, Inc., Discussion on Non-public agencies (NPAs) and providing in-person services to our special education students.	Billy McIntosh
4.8	Form 990 Income Tax Return for year ended June 30, 2024	Billy McIntosh

	Tax return was reviewed and questions answered.	
4.9	Committee Formation: Staff Continuing Education Scholarship Fund Scholarship fund was approved at the last Board meeting. Interested Board members volunteered to be part of the new committee.	Billy McIntosh
4.10	Upcoming School Events and Calendar Items: <ul style="list-style-type: none"> ● Friday, February 28 - Elementary Birthday Celebration ● March 3 - 7 - Read Across America Day ● Tuesday, March 4 - Beaumont HS 8th Grade Presentation ● Thursday, March 6 - 90% Club Attendance Celebration ● Friday, March 7 - Beaumont HS 8th Course Selection ● March 19-21 - Minimum Days / Parent-Teacher Conferences / End of 3rd Quarter ● Thursday, March 27 - Middle School GPA Party ● Thursday, March 27 - Highland Academy Board Meeting ● Friday, March 28 - Elementary Assembly ● Friday, March 28 - Elementary Egg Hunt ● Friday, March 28 - Elementary Birthday Celebration ● March 31 - April 4 - Spring Break / No School 	Elizabeth Boucher
4.11	Review minutes from previous 01/30/2025 Board Meeting Minutes were reviewed and discussed.	Billy McIntosh

5. Consent Agenda

5.1	Recommend approval of the Second Interim Report for the 2024-25 Fiscal Year							
	Motion:	Kelly Griffenhagen			Second:	Jason French		
	Corrections:	None						
	Vote	Aye:	4	No:	0	Abstain:	0	
	Action	Approved	x	Denied:				

5.2	Recommend approval of the 2025-26 Academic Calendar						
	Motion:	Johana Carpio			Second:	Jason French	
	Corrections:	None					

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

5.3	Recommend approval of GoGuardian Quote Q-414313						
	Motion:	Jason French			Second:	Johana Carpio	
	Corrections:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.4	Recommend approval of the 2024-25 Auditor Selection						
	Motion:	Matt Neri			Second:	Kelly Griffenhagen	
	Corrections:	The school selected CLA to provided 2024-25 auditing services.					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.5	Recommend approval of the Services Agreement with Amergis Healthcare Staffing, Inc.,						
	Motion:	Jason French			Second:	Matt Neri	
	Corrections:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

5.6	Recommend approval of the Form 990 Income Tax Return for year ended June 30, 2024						
	Motion:	Johana Carpio			Second:	Jason French	
	Corrections:	None					
	Vote	Aye:	4	No:	0	Abstain:	0
	Action	Approved	x	Denied:			

	Action	Approved	x	Denied:	
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5.7	Recommend forming a Staff Continuing Education Scholarship Committee					
	Motion:	Matt Neri			Second:	Kelly Griffenhagen
	Corrections:	Matt Neri and Jason French to be a part of this committee.				
	Vote	Aye:	4	No:	0	Abstain: 0
	Action	Approved	x	Denied:		

5.8	Recommend approval of minutes from previous 01/30/2025 Board Meeting					
	Motion:	Jason French			Second:	Matt Neri
	Corrections:	None				
	Vote	Aye:	4	No:	0	Abstain: 0
	Action	Approved	x	Denied:		

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

Billy McIntosh	Exec Dir	Informed Board of important upcoming dates for our charter school's renewal with Beaumont Unified School District. Information on the ELPAC tests currently being administered was also provided.
Elizabeth Boucher	Asst Dir	None
Terrence Lee	CBO	Absent
Matthew Neri	President	None
Johana Carpio	Member	None
Kristina Santillan	Secretary	Absent
Kelly Griffenhagen	Vice-President	Discussion on school field trips.
Jason French	Member	None
Tracy Haberman	Charter Impact	None
Beaumont USD		None
Committee on Assignment for		None

Elective Teachers	
Campus Exploration Committee	Discussion on various properties in town that could potentially work for school expansion in the future.

7. Adjournment of Meeting

Time:	7:14 pm
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Motion:	Matt Neri			Second:	Johana Carpio	
Vote	Aye:	4	No:	0	Abstain:	0
Action	Approved:	x	Denied:			

Date and time of next meeting:	Thursday, 03/27/2025
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