



**B.E.S.T. ACADEMY MINUTES:
REGULAR BOARD MEETING OF THE BOARD OF
DIRECTORS August 21, 2024**

A meeting of the Board of Directors (the “**Board**”) of Brookfield Engineering Science and Technology Academy Charter School (“**B.E.S.T.**” or the “**School**”) was held on August 21, 2024



VIDEO LINK:

https://us02web.zoom.us/rec/share/X6QkURxuL.SJ3Q7PZh0y-vTJplZzeRrVsBzCMTEvuKUDWfcqz_XL-KuDfsgBHTvwc.S_h9kijwoUnu7fLH

Directors Present in Person: Joseph Cipres, Chad Leptich, Marcella Nino, Debra Webb, Gary McCloskey

LOCATION:

Barker Blue Dog Office
6360 El Cajon Blvd #101
San Diego, CA 92115

Directors Present Via Video Conference: None

Directors Absent: None

Also Present: Alex Soriano, James Mays

1. CALL TO ORDER: Board Vice President Gary McCloskey called the meeting to order at 10:32 AM. A quorum of the directors was present, and the meeting, having been duly convened, was ready to proceed with business.

Present: Gary McCloskey, Marcella Nino, Debra Webb, Chad Leptich, Joseph Cipres, James Mays, Alex Soriano

Absent: None

2. Approval of Agenda: *Motion to approve the August 21, 2024 Regular Board Meeting agenda.*

Approval Motion: Gary McCloskey **Second:** Debra Webb **Ayes:** All

Roll Call

Marcella Nino - *aye*

Joseph Cipres - *aye*

Debra Webb - *aye*

Chad Leptich - *aye*

Gary McCloskey - *aye*

3. PLEDGE OF ALLEGIANCE

Leads Pledge: *Debra Webb*

4. PUBLIC COMMENTS / RECOGNITION / REPORTS

None

5. CORRESPONDENCE/PROPOSALS/REPORTS/INFORMATION

a. Budget/School Report: *James Mays presents the current enrollment numbers. Presents the B Track status. Predicting 800 students enrolled. The percentage of ELD students is now a smaller percentage of total enrollment, along with Title One.*

b. Contract Update: *Cre8ive, LLC - no update at this time.*

c. Governance Academy: *Charter School Development Center Modules [LINK](#) - board members are informed to complete the governance training.*

6. APPROVAL OF CONSOLIDATED MOTION FOR CONSENT CALENDAR

The Board considers all matters under the consent agenda to be routine and will be approved, ratified, and enacted in one motion in the form listed below. Unless specifically requested by a board member for further discussion or removed from the agenda, there will be no more discussion on these items prior to the Board vote.

Comments by the Board may be made at the discretion of the Chairperson.

James Mays reports that there are expense reports from the summer due to no summer board meetings. Those expense reports were approved by the board president and are in the folder for review.

Approval Motion: Debra Webb

Second: Marcella Nino

Ayes: all

Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

a. Approval of the Minutes:

b. Check Register: *Check Registers*

c. Expense Reports: *Reimbursements*

d. Routine Contract Renewals: *Routine Contract Renewal*

7. ACTION ITEMS

a. Organization of the Board of Directors BB

i. Election of the President (Chair) of the Board

Alex Soriano states that this is our annual Organizational Board Meeting. Alex asks for members to nominate members for positions. Alex states that he usually takes the role of secretary.

Joseph Cipres nominates Gary McCloskey and seconded by Debra Webb. Gary McCloskey accepts the nomination.

Approval Motion: Joseph Cipres

Second: Debra Webb **Ayes:** 4/5

Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - abstain

ii. Election of the Vice President (Vice Chair) of the Board

Gary McCloskey nominates Debra Webb as vice president with Joseph Cipres at second.

Approval Motion: Joseph Cipres **Second:** Debra Webb **Ayes:** 4/5

Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - abstain
Chad Leptich - aye
Gary McCloskey - aye

iii. Appoint a Backup Complaint Officer

*Alex Soriano explains the need to designate a backup complaint officer.
Marcella Nino nominates herself with Joseph Cipres as the backup complaint officer.*

Approval Motion: Marcella Nino **Second:** Joseph Cipres **Ayes:** 4/5

Roll Call

Marcella Nino - abstain
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

iv. Appoint Executive Director as Secretary of the Board

Alex Soriano explains that the director is usually the secretary of the

board. Joseph Cipres nominates Alex Soriano to continue as secretary.

Approval Motion: Joseph Cipres **Second:** Debra Webb **Ayes:** all

Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

b. Board By-Laws [LINK](#)

- i. Approval establishes by-laws developed in conjunction with legal counsel.**

Alex Soriano explains that there are no changes to by-laws this year.

Approval Motion: Gary McCloskey **Second:** Chad Leptich **Ayes:** all

Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

c. 2024-2025 Regular Board Meeting Calendar [LINK](#)

- v. Approval establishes the dates for the regularly scheduled BEST Academy Board Meetings.**

Alex Soriano shares the proposed calendar dates. Continue first Wednesday of the month with Brown Act training for the next regular board meeting. Gary McCloskey shares that the online webinar with

CSDC has Brown Act training. Alex Soriano explains that this is more geared towards our needs.

James shares the need for a meeting on the last Wednesday of February for mid-year LCAP meeting. Cory states that he will adjust his schedule accordingly to BEST Academy calendar needs.

Joseph calls for motion and will adjust the calendar for the next board meeting.

Approval Motion: Chad Leptich **Second:** Debra Webb **Ayes:** All

Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

d. Charter School Renewal Petition [LINK](#)

- i. Approval of the petition establishes BEST Academy’s formal request to Julian USD to extend the duration of the charter school for two years.**

James Mays presents the petition renewal and the need to submit to the Julian UESD. He explains the calendar requirement for submission.

The board asks for clarification on points in the petition.

Debra Webb asks about the term “hearsay” in the petition. Alex Soriano states it's better to ask John Lemmo regarding the term in the petition.

Chad Leptich states that once submitted to JUESD, they will send it to the legal department representing JUESD. James Mays will provide a summary of changes in the petition so the legal team can analyze more efficiently.

Approval Motion: Debra Webb

Second: Gary McCloskey **Ayes:** 4/5

Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - abstain
Gary McCloskey - aye

e. 2024-25 Federal Consolidated Application [LINK](#)

- i. Approval of the 2024-25 Federal Consolidated Application for Title I, II, III, and IV Funding will be used by the CA Department of Education to distribute categorical funds.**

This was previously approved so not vote here.

Approval Motion: Marcella Nino

Second: Chad Leptich **Ayes:** all

Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - absent

f. Purchase of two SUV [LINK](#)

- i. Approval will allow the purchase of two SUVs to be at most \$120,000 total expense. This expense includes insurance and maintenance.**

Alex Soriano explains that this would be a purchase and not a lease. The directors will negotiate the costs and Cory will wire the funds to purchase the vehicle.

Approval Motion: Debra Webb

Second: Chad Leptich **Ayes:** all

Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye

Gary McCloskey - aye

g. Increase of Reimbursable Mileage Rate [LINK](#)

i. Approval increases reimbursement of mileage for employees to match the 2024 IRS rate of \$0.67

Alex Soriano explains that the IRS rate has increased so we are updating our rate of reimbursement.

Approval Motion: Chad Leptich

Second: Debra Webb **Ayes:** all

8.1ai Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

h. Infinity Kids, LLC Contract [LINK](#)

i. Approval provides special education services to support learning for students with an IEP.

James Mays explains that this is a SPED service provider. This service provider supports in person SPED services. They provide services in Orange and San Diego Counties. Marcella Nino asks for our percentage of SPED students. James Mays explains that we are below 10% with last year at 7% of total student enrollment. The price sheet is missing too so this will be tabled at the next board meeting on October 2, 2024.

Approval Motion:

Second: Ayes:

8.1ai Roll Call

Marcella Nino -

Joseph Cipres -

Debra Webb -

Chad Leptich -

Gary McCloskey -

i. Document Tracking Services (DTS) contract [LINK](#)

i. Approval provides support through a variety of cost-effective translation-related services

James Mays explains that this service provides translation services for SPED and IEPs. James explains the need to hire a translator that can be ready to translate.

Approval Motion: Gary McCloskey **Second:** Chad Leptich **Ayes:** all

8.1ai Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

h. Professional Tutors of America Special Education Services [LINK](#)

i. Approval provides special education services to support learning for students with an IEP.

This group provides educational services from credentialed teachers. Last year they served 2 students.

Approval Motion: Debra Webb **Second:** Chad Leptich **Ayes:** all

8.1ai Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

j. Missed Assignments and Involuntary Removal Policy [LINK](#)

i. Approval establishes policy regarding the amount of missing assignments allowed before an evaluation is conducted to determine whether it is in the best interest of the pupil to remain in independent study.

Approval Motion: Marcella Nino **Second:** Debra Webb **Ayes:** all

Alex Soriano presents the recommendation from legal counsel with regards to removing a student from the school. In-person schools tend to have expulsion so it does not affect our school too much since we are non-classroom based. Alex explains the tiered re engagement process before removal is considered.

8.1ai Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

k. Title IX Updated Policy [LINK](#)

i. Approval updates Board Policy per legal counsel

Alex Soriano explains the updated Title IX complaint process. Training for offices and backup officers is necessary. The entire school will be trianing on Title IX regulations. Marcella Nino will also receive training as the Alternate Officer.

Approval Motion: Gary McCloskey **Second:** Debra Webb **Ayes:** all

8.1ai Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

l. Harassment, Intimidation, and Bullying Updated Policy [LINK](#)

i. Approval updates Board Policy 5131.2 per legal counsel

Alex Soriano explains the updates to the policy and it is posted on the website. Debra Webb excuses herself from the room.

Approval Motion: Chad Leptich **Second:** Gary McCloskey **Ayes:** 4/5

8.1ai Roll Call

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - absent

Chad Leptich - aye
Gary McCloskey - aye

m. Policy - Initial and Annual Residency Verification [LINK](#)

i. Approval establishes requirements for verification of resident upon enrollment and annually after that.

Alex Soriano explains the need for all families to annually update their proof of residency. The requirement for annuals is not as strict.

James Mays asks what happens if they do not update the POR. Alex Soriano explains that a home visit may be triggered if they are not submitting a POR. That may lead to removal if a POR is not submitted and a home visit results in the student not residing in the stated address.

Approval Motion: Chad Leptich

Second: Debra Webb **Ayes:** 4/5

8.1ai Roll Call

Marcella Nino - absent
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye
Gary McCloskey - aye

8. CLOSED SESSION:

a. Negotiations

b. Legal

c. Evaluations

Joseph asks about this being on the agenda. Alex states we have the Brown Act so we can ask regarding closed sessions and how to be compliant on the agenda. Marcella asks regarding meeting with the trainer during a closed session.

Board goes to closed session at 12:23 pm

Returned to open session at 12:42 pm. No action has been taken.

9. BOARD COMMENTS:

Debra Webb thanks Alex Soriano for the dinner and for a wonderful professional development event for all staff. Gary McCloskey Thanks Joel and the team for the event. Joseph Cipres requests a binder to be provided. Alex Soriano will work on it to have it ready for the board. Chad Leptich states that he felt the energy in the staff at the PD. Marcella Nino requests a paper binder along with the digital folder for the board.

10. EXECUTIVE DIRECTOR'S COMMENTS:

Alex thanks the leadership team for creating an amazing PD experience. James Mays explains that a check was stolen from the mail so we are moving to digital deposits instead of sending mailed checks.

10. ADJOURNMENT:

Upcoming BEST Academy Board Meetings:

- August 21, 2024 Organizational Meeting
 - October 2, 2024, Brown Act Training
 - November 6, 2024
 - December 4, 2024
 - February 5, 2025
 - March 5, 2025
 - April 2, 2025
 - May 7, 2025
 - June 4, 2025
 - June, 2025 Graduation

Approval Motion: Marcella Nino **Second:** Debra Webb **Ayes:** all

Meeting Adjourns at 1:48 pm

Marcella Nino - aye
Joseph Cipres - aye
Debra Webb - aye
Chad Leptich - aye

Gary McCloskey - aye

The meeting adjourned 1:48 pm