



**B.E.S.T. ACADEMY MINUTES:  
REGULAR BOARD MEETING OF THE BOARD OF  
DIRECTORS February 7, 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 Wednesday, February 7, 2024

**VIDEO LINK:**

[https://us02web.zoom.us/rec/share/NU8QR08FBRpsB0qU\\_rbBO6ljJeG95QRCKhP-4JJqtAT4LzaTb90sqA7ZLzRqlyMB.koLDjxasUNYK3DjR](https://us02web.zoom.us/rec/share/NU8QR08FBRpsB0qU_rbBO6ljJeG95QRCKhP-4JJqtAT4LzaTb90sqA7ZLzRqlyMB.koLDjxasUNYK3DjR)

**Directors Present in Person:** Joseph Cipres, Chad Leptich, Marcella Nino, Debra Webb, and 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:** James “Jim” Mays, Alex Soriano, Cory Cavanah, Adrian Zavala, Jessica Navarro, Yhanseck Cervantez, Jennifer Evins, Chris Bell

**1. CALL TO ORDER:** Board President Joseph Cipres called the meeting to order at 10::35 AM A quorum of the directors was present, and the meeting, having been duly convened, was ready to proceed with business.

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

**2. Approval of Agenda:** *Motion for approval of the agenda for the Regular Board Meeting of February 7, 2024.*

**Approval Motion: Gary McCloskey**

**Second: Debra Webb**

**Ayes: All**

2.1 Roll Call

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

**4. PLEDGE OF ALLEGIANCE**

**Led by:** Chris Bell

**5. PUBLIC COMMENTS / RECOGNITION / REPORTS**

None

**6. CORRESPONDENCE/PROPOSALS/REPORTS/INFORMATION**

a. *During the meeting, James Mays provided a budget update and reviewed the enrollment. He also announced a new partnership with Mission program which is expected to bring in new enrollments. Currently, BEST is below the required 25 to 1 ratio schoolwide. The last day of enrollment is on April 12. During the meeting, M. Nino requested clarification regarding TK-2nd grade. Graduation is scheduled for Tuesday, June 11 at 10 am at the county club, and 46 students are expected to graduate. J. Cipres announced that he will deliver a keynote related to the community.*

b. *Calendar for 24-25 James Mays presents proposed calendar. Added days to staff contracted days for next year. 175 student days and 195 staff days.*

c. *Salary Table 24-45 James Mays describes compensation based on added days to teacher schedule. Pay raise based on 5 extra days and electives - 9%*

*G McCloskey asks for the starting salary of a teacher. The starting salary is approximately 65 thousand dollars.*

d. *Safety Plan - Legal counsel is analyzing and will provide feedback regarding new legislation that must be included in the safety plan.*

e. *School Office Updte - now open and wil be staffed.*

f. *New Job descriptions - we will be adjusting the position of a Success Coach to meet the needs of BEST Academy. C. Bell presented the rationale for new job descriptions, and C. Leptich mentioned the importance of supporting the office staff. It was noted that some of the positions would be on a 205-day contract to ensure availability during the summer to support families.*

g. *Form 700 update. Alex S. reminds all that it is time fill out the form 700. Alex will send reminder if needed.*

h. *Approval of consolidated motion of consent calendar. Alex reports that the lettering is not accurate on the agenda. i, j, k, and l where appl approved a the same*

time.

**7. 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.

**Approval Motion:** Marcella Nino **Second:** Gary McCloskey **Ayes:** All

6.1 Roll Call

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

**a. Approval of the Minutes:** *Board Meeting of December 6, 2023*

**b. Check Register:** *Check Registers*

**c. Expense Reports:** *Reimbursements*

**d. Routine Contract Renewals:** *Routine Contract Renewal*

**8. ACTION ITEMS**

**a. School Accountability Report Card (SARC) [LINK](#)**

*Joel Manwarren has reported on the recent changes and updates made to the SARC. The CDE will continue to update the information on the SARC. Joshua Goyer presented the data for the SARC at the last board meeting. M Nino asked if any data stood out from the last meeting. The SARC will be posted on the website for public access.*

**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

**b. Attendance Policy Update [LINK](#)**

*James Mays reports on the need for NCAA approval for an attendance policy that fulfills NCAA requirements, allowing student-athletes to apply for scholarships. Joel Manwarren and Chris Bell are working on the requirements.*

**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

**c. Board Meeting Calendar Adjustment**

*On February 28, 2024, there will be a mid-year LCAP, and Cory will present the mid-year budget. James Mays emphasized the importance of this date. However, Chad reported a conflict on the calendar which may need to be addressed.*

**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

**9. BOARD COMMENTS:**

*Chad requested clarification on the location of the Mission program, which is in San Juan Capistrano. Joseph Cipres announced that future board meetings will be held in the office.*

**10. EXECUTIVE DIRECTOR’S COMMENTS:**

*James Mays expressed his gratitude to the success coaches for their assistance in getting the office up and running. He also thanked the team for their prompt completion of the SARC task. The next big project on their agenda is the petition renewal, which will be presented to the board. Alex Soriano thanked Jim Mays for his time and effort in setting up the office.*

**11. ADJOURNMENT:**

**Upcoming BEST Academy Board Meetings:**

- October 4, 2023, Brown Act Training
- November 1, 2023
- December 6, 2023
- February 7, 2024
- *February 28, 2024 added*
- March 6, 2024 Cancelled
- April 3, 2024
- May 1, 2024
- June 5, 2024
- June TBD

**Approval Motion:** Gary McCloskey

**Second:** Marcella Nino **Ayes:** All

Meeting Adjourns at 11:49 am.

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

*Meeting adjourned 11:45am*