



**B.E.S.T. ACADEMY MINUTES:
REGULAR BOARD MEETING OF THE BOARD OF
DIRECTORS October 2, 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 October 2, 2024



VIDEO LINK:

https://us02web.zoom.us/rec/share/1187hOOLBmB_EVBuvchPnSIKyak4rePZF6wnTQtmVJplqyn6Aoyv_LCDsgoUjIQE.1FFXvdTzdRwLZtSD

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 President Gary McCloskey called the meeting to order at 10:30 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 October 2, 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: *Marcella Nino*

4. PUBLIC COMMENTS / RECOGNITION / REPORTS

None

5. CORRESPONDENCE/PROPOSALS/REPORTS/INFORMATION

a. **Budget/School Report:** *James Mays presents enrollment number at 720 students. James recognized the enrollment team for processing the large amounts of enrollments. The growth is in the Orange County area. James presents the physical binder of the petition presented to Julian Union SD. James presents the new page on the website of field trips that are provided weekly.*

b. **Vendor Reimbursement Process:** [LINK](#): *James Mays presents the need to create a reimbursement process for vendors that can not provide Live Scans for their employees due to their size and the number of students they serve.*

c. **Contract Update: Cre8ive, LLC:** *No update at this time*

d. **Purchase of delivery vehicle:** *Alex Soriano presents the potential need for a delivery vehicle in the future. There is no plan to purchase at this time, but wanted to bring the possibility of the need. The shipping cost is very high at this time.*

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.

Approval Motion: Debra Webb

Second: Joseph Cipres

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. 2023-24 Unaudited Actuals Report [LINK Summary](#)

i. Approval of 2023-24 Unaudited Actuals Financial Report

Cory Cavanah presents the financials for the 23-24 fiscal year. The school's P2 number finished at 515 ADA. The revenue and expenses are presented along with the surplus. This was by design to have a big surplus because last year was not a funding determination year.

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

Roll Call

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

b. 2023-24 Prop 28 Annual Report [LINK](#)

i. Approval of 2023-24 Prop 28 Annual Report

Cory Cavanaugh presents fund use for Prop 28. Teachers taught a supplemental class to serve all students. Marcella Nino asks regarding school sites providing arts. Cory states BEST Academy is a one site charter.

Approval Motion: Joseph Cipres **Second:** Marcella Nino **Ayes: all**

Roll Call

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

c. Updated Suicide Prevention Policy [LINK](#)

i. Approval updates this policy per legal counsel recommendations.

Alex Soriano presents a summary of changes on the policy. The policy states the need for a crisis team. We have hired counselors that will be part of the crisis team. We will also hire a contractor to prepare and train our team. Debra Webb asks about suicide prevention being part of the curriculum. Marcella Nino mentions there are individuals that do not want to be part of a crisis team.

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. Arizona State Prep Global Contract [LINK](#)

- i. Approval establishes a partnership with ASU Prep to provide courses and teachers as an option for our students.**

James Mays presented a contract with ASU to continue professional development to expand on the science of reading and artificial intelligence. Gary McCloskey asks regarding literacy. Literacy will be for newer teachers.

Approval Motion: Debra Webb

Second: Joseph Cipres **Ayes:** all

Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

e. Company Credit Card Use Policy [LINK](#)

- i. Approval establishes guidelines for properly using and managing company credit cards issued to BEST Academy employees. It ensures that all expenses incurred are for legitimate business purposes and are managed effectively while complying with California state laws.**

James Mays presents the need for credit cards. Staff will be issued credit cards only when there is an expense approved by administration. The card will be managed internally to provide credit to staff only upon need for an activity or event. Teachers and staff that

historically incur expenses will be issued an individual credit card.

Approval Motion: Joseph Cipres

Second: Marcella Nino **Ayes:** all

Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

f. Independent Study Policy [LINK](#)

- i. Approval updates this policy per legal counsel recommendations.**

Alex Soriano explains there are no significant changes to the independent study policy. Alex Soriano describes the details of the policy.

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 - aye

g. Human Resources Coordinator Job Description [LINK](#)

- i. Approval establishes a position to support HR, risk management, bookkeeping, and customer service.**

Alex Soriano explains that is just being approved but not being hired at this time. The budget will be analyzed. We will be looking for at least 3 years experience. Marcella Nino asks if this is a fully remote or in person position. Alex explains this is a fully remote position but would look for residing in our area to support student activities.

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

h. Board Calendar adjustment: [LINK](#)

i. Approval will adjust the dates to prepare for the LCAP MidYear Renewal.

Alex Soriano explains we had previously pushed this item from the last board meeting. James asks Cory if February 26th will cancel the March meeting. Cory asks if there is a need for February 5th.

Gary asks for a motion to adjust the calendar.

Approval Motion: Joseph Cipres **Second:** Marcella Nino **Ayes:** all

8.1ai Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

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

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

Alex Soriano explains that last meeting this was tabled to this month because it was missing the price sheet. The price sheet is not provided. We have used this company before.

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

8.1ai Roll Call

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

j. CTC Consortium Training and Consulting [LINK](#)

- i. Approval establishes virtual training to develop an internal crisis team focusing on the ongoing assessment and management of students who are struggling academically, emotionally, physically, and/or psychologically.**

Alex Soriano explains that this is aligned to Suicide Prevention and to develop our crisis team. The group will provide training to develop and support our team. There will be a focus on social media and writing support for students. Marcella Nino asks if they are supporting the team long term. Alex Soriano explains they continue support in the long term.

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

8.1ai Roll Call

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

BOARD TRAINING - Brown Act Training

- a. Kathleen Daugherty will facilitate Brown Act training for our Board of Directors and school administrators.**

2. CLOSED SESSION -

- a. Personnel Matters**

There are no community comments at this time.

Board goes to a closed session to return in approximately 15 minutes.

Returned to open session at 2:16 pm. No action has been taken. Gary states direction was given to our executive directors.

9. BOARD COMMENTS:

Chad Leptich states that this Brown Act training was one of the better ones we have ever had. Board members agree.

Marcella Nno states that our goal is to help students.

10. EXECUTIVE DIRECTOR'S COMMENTS:

Alex thanks the staff for their efforts. He wants to give kudos to all the personnel that are not thanked.

James Mays mentions that parents in home school are more challenging. They want us to be better.

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
 - February 26, 2024 added
- March 5, 2025 Canceled
- April 2, 2025
- May 7, 2025
- June 4, 2025
- June, 2025 Graduation

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

Meeting Adjourned at 2:21 pm

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

Gary McCloskey - aye

The meeting adjourned 2:21 pm