



**B.E.S.T. ACADEMY MINUTES:
REGULAR BOARD MEETING OF THE BOARD OF
DIRECTORS May 3, 2023**

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,

May 3, 2023, by online Zoom meeting.

Directors Present in Person: Joseph Cipres, Chad Leptich, and Gary McCloskey

Directors Present Via Zoom: Ognen Nastov. Location: 7250 Franklin Ave, Los Angeles CA 90046

Directors Absent: Edward Singh

Also Present: James “Jim” Mays, Alex Soriano, Cory Cavanah, Joel Manwarren, Daniel Crook, Adrian Zavala, and Donna Colbert, Daniel Bonin, Jennifer Evins, Reynalda Lopez

1. **CALL TO ORDER:** Board Vice President Joseph Cipres called the meeting to order at 10:30AM A quorum of the directors was present, and the meeting, having been duly convened, was ready to proceed with business.

2. **Approval of Agenda:** *It is recommended by the Board of Directors, adopt as presented, the agenda for the Regular Board Meeting of February 28, 2023.*

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

2.1 Roll Call

Edward Singh - *absent*

Joseph Cipres - *aye*

Ognen Nastov - *aye*

Chad Leptich - *aye*

Gary McCloskey - *aye*

3. **PLEDGE OF ALLEGIANCE**

Led by: Joseph Cipres

4. **PUBLIC COMMENTS / RECOGNITION / REPORTS**

Mr.Soriano welcomed Gary McCloskey to the BEST Board of Directors.

5. CORRESPONDENCE/PROPOSALS/REPORTS/INFORMATION

a. Budget/School Update: Mr. Cavanah presented the April 2023 Budget Report to The Board.

b. Lease of Office Space: Mr. Mays discussed the need for an office in San Diego area to house supplies, for parent in-person enrollment, student testing facilities, and to offer a workspace for B.E.S.T Academy staff.

6. APPROVAL OF CONSOLIDATED MOTION FOR CONSENT CALENDAR

All matters under the consent agenda are considered by the Board 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 Board vote. Comments by the Board may be made at the discretion of the Chairperson.

Approval Motion: Ognen Nastov **Second:** Gary McCloskey **Ayes:** All

6.1 Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

a. Approval of the Minutes: *Board Meeting of February 28, 2023*

b. Check Register: *April 2023 Check Registers*

c. Expense Reports: *April Reimbursements*

c. Routine Contract Renewals: *Routine Contract Renewal*

7. ACTION ITEMS

a. Charter School Materials Revision 2022-2023

i. Approves the materials revision to be submitted to Julian Union School District

Mr. Mays discussed the process for submitting a materials revision to Julian Union School District. Approval from the B.E.S.T. Academy Board would allow the materials revision to be presented to Julian Union School District.

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

7.1a Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

b. 2023-2024 Homeschool Success Coach and Success Coach

i. Establishes a Homeschool family and purchasing support position and updated the Success Coach Position

Mr. Mays discussed the need to have an updated Success Coach position to accommodate our Homeschool families.

Approval Motion: Ognen Nastov **Second:** Gary McCloskey **Ayes:** All

7.1b Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

c. 2023-2024 Out of CA (remote) Teacher Job Description and CA based Teacher Job Description

i. Establishes job description for teachers residing outside of California and residing in California

Mr. Soriano presented job description changes between B.E.S.T. Academy California located teachers and out-of-California located teachers.

Approval Motion: Chad Leptich **Second:** Ognen Nastov **Ayes:** All

7.1c Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

d. BEST Academy Resolution #2

i. Approval establishes an out of region resolution for a salary table for employees residing out of the Southern California region.

Mr. Soriano displayed the legal resolution for a salary table for out-of-Southern-California employees.

Approval Motion: Gary McCloskey **Second:** Ognen Nastov **Ayes:** All

7.1d Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

e. Out of Region Employment Policy

i. Approval establishes that all future hiring and employment at BEST Academy will be limited to prospective employees and employees living and working in Southern California.

Mr. Soriano presented a proposal that would limit all future employees to be living and working in California.

Approval Motion: Ognen Nastov **Second:** Gary McCloskey **Ayes:** All

7.1e Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

f. 2023-2024 Salary Tables

i. Approval establish 23-24 California and Out-of-California salary tables

Mr. Soriano presented the 2023-24 California and Out-of-California salary tables, technology stipend increase, and 403B match increase for board approval.

Approval Motion: Ognen Nastov **Second:** Gary McCloskey **Ayes:** All

7.1f Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye
Chad Leptich – aye
Gary McCloskey - aye

g. Memorandum of Understanding for Transportation

i. Approval establishes transportation support from Julian Elementary Union School District ending June, 2023

Mr. Mays presented the Memorandum of Understanding for Transportation to the Board. Board approval establishes transportation support from Julian Elementary Union School District ending June, 2023.

Approval Motion: Gary McCloskey **Second:** Ognen Nastov **Ayes:** All

7.1g Roll Call

Edward Singh - absent
Joseph Cipres - aye
Ognen Nastov - aye
Chad Leptich – abstain
Gary McCloskey - aye

h. HomeschoolGPS Contract

i. Approval establishes a portal for learning maps and gradebooks to support homeschool families

Mr. Mays presented the HomeschoolGPS contract for Board approval.

Approval Motion: Ognen Nastov **Second:** Chad Leptich **Ayes:** All

7.1h Roll Call

Edward Singh - absent
Joseph Cipres - aye
Ognen Nastov - aye
Chad Leptich – aye
Gary McCloskey - aye

i. Online Purchasing System (OPS) Contract Renewal

i. Approval enables school administrators to devolve many purchasing and accounting functions down to the individual student level

Mr. Mays presented the Online Purchasing System (OPS) Contract Renewal for Board approval.

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

7.1i Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich – aye

Gary McCloskey – aye

j. Classworks Progress Monitoring Contract

i. Approve an online assessment and reporting to easily monitor a student's intervention and make real-time adjustments

Mr. Mays introduces the Classworks Progress Monitoring Contract for Board approval.

Approval Motion: Gary McCloskey **Second:** Ognen Nastov **Ayes:** All

7.1j Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich – aye

Gary McCloskey - aye

k. Parsec Education Contract

i. Approval provides program that makes data into high quality visual reports that empower you to tell your data story

Mr. Mays presented the Parsec Education Contract for board approval. Approval provides a program that makes data into high quality visual reports that empower B.E.S.T. to tell B.E.S.T. Academy's Charter data story.

Approval Motion: Ognen Nastov **Second:** Chad Leptich **Ayes:** All

7.1k Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

l. Renewal of BrightThinker Curriculum for K-5

i. Approval renews BrightThinker as the digital curriculum for the K-5

grade levels

Mr. Mays discussed the benefits of BrightThinker for the students. Approval from the Board will renew the BrightThinker as the digital curriculum.

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

7.11 Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey -aye

m. NOTICE OF NONPUBLIC AGENCY CERTIFICATION

i. Approval expands options for support for Special Education services to be used when needed

Mr. Soriano presented the Notice of Nonpublic Agency Certification. Board approval expands options for support for Special Education services to be used when needed

Approval Motion: Ognen Nastov **Second:** Chad Leptich **Ayes:** All

7.1m Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich – aye

Gary McCloskey - aye

n. B-Track Calendar and Late Start Calendar

i. Approval establishes calendar for Sept. 5 start and Sept. 20 start

Mr. Mays presented the B-Track Calendar and Late Start Calendar (C- Track) to the Board for approval.

Approval Motion: Gary McCloskey **Second:** Ognen Nastov **Ayes:** All

7.1n Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

o. DIVVY Business Credit

i. Approval establishes credit application

Mr. Mays discussed the benefit of B.E.S.T. Academy having a DIVVY Business credit card versus using personal expenses and reimbursements. The DIVVY card is a prepaid card. Board approval would be approving the DIVVY Business card.

Approval Motion: Ognen Nastov **Second:** Gary McCloskey **Ayes:** All

7.1o Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich - aye

Gary McCloskey - aye

p. Renewal of Summit K12 contract

i. Approval establishes Summit K12 as the digital ELD curriculum for 7-12th grade

Mr. Mays discussed the success of Summit K12 with our English Language learning student's improvement. Board approval approves the renewal contract of Summit K12 contract.

Approval Motion: Gary McCloskey **Second:** Ognen Nastov **Ayes:** All

7.1p Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich – aye

Gary McCloskey - aye

q. Office Lease Authorization

i. Approval allows the search of an appropriate non-instructional office space in San Diego

Mr. Mays presented the authorization of the search of an appropriate non-instructional office space in San Diego

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

7.1q Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich – aye

Gary McCloskey - aye

8. BOARD COMMENTS:

Mr Cipres appreciates the Board and the executive directors dedication for the board meeting. Mr. Cipres also expressed his appreciation to Donna in her organizing the Fleet Science Center field trip. Mr. Cipres enjoyed being able to participate and meet the students.

9. EXECUTIVE DIRECTOR’S COMMENTS:

Mr. Mays expressed his appreciation to Mr. Soriano for organizing the board meetings. Additionally, Mr. Mays expressed his appreciation to Adrian Zavala for his help with the board set up. Mr. Soriano thanked everyone for their time and effort at the longest board meeting in B.E.S.T. history thus far.

10. ADJOURNMENT:

10.1a Roll Call

Edward Singh - absent

Joseph Cipres - aye

Ognen Nastov - aye

Chad Leptich – aye

Gary McCloskey – aye

Upcoming BEST Academy Board Meetings:

- June 7, 2023
- June 28, 2023

Meeting adjourned 12:05pm