



**B.E.S.T. ACADEMY MINUTES:  
REGULAR BOARD MEETING OF THE BOARD OF  
DIRECTORS October 4, 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, Oct 4, 2023

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

**Directors Absent:**

**Also Present:** James “Jim” Mays, Alex Soriano, Cory Cavanah, Joel Manwarren, Mariano Lozano

**1. CALL TO ORDER:** Board President Joseph Cipres called the meeting to order at 10:10:35 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. Brown Act Training** provided by Kathleen Daugherty, Momni Cafe, LLC

This serves as the annual Brown Act Training for the Board with a bit of governance review

**3. Approval of Agenda:** *It is recommended by the Board of Directors to adopt, as presented, the agenda for the Regular Board Meeting of October 4, 2023.*

**Approval Motion:** Gary Mccloskey      **Second:** Chad Leptich      **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: **Chad Leptich**

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

None

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

a. Budget/School Update: *J. Mays presents the current enrollment status, budget, staffing, and office planning.*

b. Board Policy Update - *it is recommended that board members either receive reimbursement for expenses and mileage reimbursement or receive a \$150 standard stipend*

**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:** Chad Leptich **Second:** Debra Webb **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 August 30, 2023*

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

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

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

**8. ACTION ITEMS**

- a. Additional Contract Daily Rate [LINK](#)**  
**i. Approval establishes the daily pay rate for employees working beyond the contracted days**

*James Mays presents the need for a daily rate for employees working beyond the contracted hours and summer. Will need to update the salary table for next school year. Effective immediately.*

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

**8.1ai Roll Call**

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

- a. Board Policy and Administrative Regulation 6112 School Day**

- i. Adds TK and Kinder to our program [LINK](#)**

*Alex Soriano presents the update to the policy to include Tk, Kindergarten, and 1st grade*

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

**8.1ai Roll Call**

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

- a. BP 6158 Independent Study Policy [LINK](#)**

- i. Approval updates the Independent Study Policy**

*Alex Soriano presents the update to the Independent Study policy based on recommendations by legal counsel.*

**Approval Motion: Gary**

**Second: Debra**

**Ayes: All**

8.1ai Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

**a. 130 Credit Graduation Option [LINK](#)**

- i. Approval establishes a 130 graduation path for qualifying high school students**

*James presented adding this 130 graduation path for students that qualify for the alternative path to graduation*

**Approval Motion: Gary McCloskey**

**Second: Marcella Nino**

**Ayes: All**

8.1ai Roll Call

Marcella Nino - aye

Joseph Cipres - aye

Debra Webb - aye

Chad Leptich - aye

Gary McCloskey - aye

**a. Memorandum of Understanding with Jewish Family Service [LINK](#)**

- i. Approval continues parent seminars through the Positive Parent Behavioral Health Contract with the San Diego Office of Education**

*James presented the MOU as a renewal of services at not cost.*

*Chad approved with eradicating the term SITE to Program in the MOU*

**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

**9. BOARD COMMENTS:**

*Chad Leptich - appreciated WASC's success and recognizing issues and addressing them immediately. Also, focusing on the reserve as the school grows to ensure there are six months of cash flow. Looking over the health of the organization. Job well done with the WASC.*

*Marcello Nino - agrees with Chad regarding focusing on the budget to ensure health.  
Joseph Cipres - eager to meet the candidates because of the time it takes to hire quality personnel.*

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

*Thanked the WASC team and their dedication.*

**11. ADJOURNMENT:**

11.1a Roll Call

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

**Upcoming BEST Academy Board Meetings:**

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

*Meeting adjourned 1:35 pm*

*Chad motioned to adjourn, Debra second*

*All approve*