

Highland Academy Charter School
Board of Directors Meeting Minutes
September 21, 2018

1. Call to Order- *The President of the Board will call the meeting to order.*

Time- 7:05 am

Attendees: Kevin Lisboa; Brooke Horspool; Matt Neri; Brent Bishop; Terrence Lee; Christine McIntyre

A quorum was established

2. Public Testimony-

Speakers and Topics: None

3. Closed Session

- Public Employee:Discipline/Dismissal/Release
- Opened at 7:55 am; Closed at 8:11 am

4. Discussion Items

4.1 Review Financial Package- Terrence Lee and Charter Impact

- Report received via Ring Central online meeting

4.2 Report on Factoring process- Terrence Lee and Charter Impact

- Report received from Terrence Lee

4.3 ASB Student Report- Mason Spellman

- Report received from Mason Spellman

4.4 Discuss potential new Board Member Christine McIntyre

- Mrs. McIntyre introduced herself to Board

4.5 Discuss Bullying Reporting system on highland-academy.org

- Demonstration of new Google Form page on highland-academy.org by Brent Bishop
- Board Members recommended three adjustments to be made by Billy McIntosh prior to roll out

4.6 Review Minutes from Previous Meetings

- No Corrections

5. Consent Agenda: *This section is for voting on and approving/denying any propositions before the Board. Each action must be moved upon, seconded, voted upon, and have time allowed for questions, comments, or corrections.*

- 5.1 Recommend appointing new Board Member Christine McIntyre
Motion: Brooke Horspool; Second: Kevin Lisboa
Corrections: None
Vote: 3- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.2 Recommend appointing new Board Secretary.
Motion: Brooke Horspool; Second: Kevin Lisboa
Corrections: Appoint Matt Neri as Board Secretary
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.3 Recommend action on Public Employee: Discipline/Dismissal/Release (from Closed Session)
Motion: Matt Neri; Second: Kevin Lisboa
Corrections: None
Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed
Action: Approved
- 5.4 Recommend approving General Complaint Policy (see attached)
Motion: Matt Neri; Second: Brooke Horspool
Corrections: None
Vote: 3- Aye; 0- No; 1- Abstain; 0- Opposed
Action: Approved
- 5.5 Recommend approving Employee Discipline Policy (see attached)
Motion: Matt Neri; Second: Brooke Horspool
Corrections: None
Vote: 3- Aye; 0- No; 1- Abstain; 0- Opposed
Action: Approved
- 5.6 Recommend approving minutes from June 15, 2018 Meeting.
Motion: Brooke Horspool; Second: Matt Neri
Corrections: None
Vote: 3- Aye; 0- No; 1- Abstain; 0- Opposed
Action: Approved

6. Employee, Directors, and Program Director Report

President Kevin Lisboa: None

Brooke Horspool (CFO) : None

Board Secretary Matt Neri: None

Board Member Rich Davis: Absent

Board Member Christine McIntyre: None

Brent Bishop, Executive Director: None

Billy McIntosh, Assistant Director: Absent

Terrence Lee, Director of Finance: None

7. Adjournment of Meeting

Motion: Brooke Horspool; Second: Christine McIntyre

Vote: 4- Aye; 0- No; 0- Abstain; 0- Opposed

Action: Approved

Date and Location of Next Meeting:

Friday, October 19, 2018 @ 7:00 am. Meeting location is 715 Wellwood Ave. Beaumont, CA 92223

Respectfully Submitted,



Brent Bishop

Executive Director, HACS

9/21/18

Date