APPROVED

Brookfield Engineering Science Technology Academy

Minutes

Regular Board Meeting

Brown Act Training

Date and Time
Wednesday October 1, 2025 at 10:30 AM

Location

Barker Blue Dog Office
6360 El Cajon Blvd #101
San Diego, CA 92115

BROOKFIELD ENGINEERING SCIENCE TECHNOLOGY ACADEMY
College and Career Pathways with Guidance and Support
1704 Cape Horn, Julian, CA 92036
REGULAR MEETING OF THE BOARD OF DIRECTORS' PROPOSED AGENDA
Brown Act Training
Wednesday, October 1, 2025
10:30 a.m. Board Meeting
LOCATION

Barker Blue Dog Office
6360 El Cajon Blvd #101

San Diego, CA 92115

Join Zoom Meeting
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Before the meeting, please submit a Request to Speak to the Board of Directors for any agenda or non-agenda items to the Executive Director. At most, three (3) minutes are to be allotted to any one (1) speaker, and at most twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognition, and reports to the Board and is not intended to be a question-and-answer period. If you have Action questions for the Board, please provide the Board President with a written copy, and an administrator will provide answers later.

MISSION STATEMENT

Brookfield Engineering Science & Technology Academy will harness the power of a flexible learning environment and modern educational technology to serve learners with diverse backgrounds and goals, seeking an educational alternative that stimulates and supports independent learning, provides a strong social-emotional approach, and supports STEM college and career readiness.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE: Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY. The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Brookfield Engineering Science and Technology Academy at 833-619-2378.

Directors Present
C. Bolden, D. Webb, G. McCloskey, M. Nino

Directors Absent
None

Guests Present
A. Corder (remote), A. Soriano (remote), C. Cavanah (remote), J. Mays, Kathleen Daugherty (remote), Kyle Kendall

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I. Opening Items

A. Record Attendance / Roll Call

B. Call the Meeting to Order

G. McCloskey called a meeting of the board of directors of Brookfield Engineering Science Technology Academy to order on Wednesday Oct 1, 2025 at 10:31 AM.

C. Approve Minutes

D. Webb made a motion to approve the minutes from August 27, 2025 BEST Academy Organizational Board Meeting on 08-27-25.
C. Bolden seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
D. Webb	Aye
C. Bolden	Aye
M. Nino	Aye
G. McCloskey	Aye

II. Annual BROWN ACT TRAINING

A. Kathleen Daugherty

Kathleen facilitates Brown Act Training. Reminds board members that Ethics training is due by Jan, 2026.

III. CORRESPONDENCE / PROPOSALS / REPORTS / INFORMATION

A. BUDGET / SCHOOL UPDATE

Alex Soriano introduces Kyle Kendall. Kyle provides professional background information.

B. Kyle Kendal - Potential Board Member Alex Soriano introduces Kyle Kendall. Kyle provides professional background information.

C. Delivery Vehicle Purchase: James Mays presents the need for a vehicle. Postage averages $4,500 per month, and there is wear and tear on employee vehicles. Cassandra Bolden questions parking and insurance needs for employee drivers. Alex Soriano suggests a purchase range from 45-65 thousand to allow for safety features and security

D. Vendor List over $10,000. Marcella Nino asks for the average spent per month to track expenses and popularity. New ligislation coming may require to publicy post 10 largest vendors.

E. AB1390 may be coming to increase the stipend allowed to board members. Up to $600 per board meeting.

F. Director Salary Catch Up: Alex Soriano explains the payout of 90 days of vacation time accrued by the Executive Directors from 2019-2022. The 90 days are to be paid out over the next pay periods until the end of the school year.

Cory Cavanah explains that we are able to pay it now since the last couple of years we were conservative in our spending.

G. Enrollment is now at approximately 950 students.

IV. APPROVAL OF CONSOLIDATED MOTION FOR CONSENT CALENDAR

A. CONSENT AGENDA

D. Webb made a motion to Approve the Consent Agenda.
C. Bolden seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

G. McCloskey	Aye
C. Bolden	Aye
M. Nino	Aye
D. Webb	Aye

V. ACTION ITEMS

A. Memorandum of Understanding between Julian Union SD and BEST Academy

C. Bolden made a motion to Approve the MOU between Julian USD and BEST Academy.
M. Nino seconded the motion.
Alex Soriano clarifies that the MOU is for 5 years, and not for 1 year that is on the agenda. Approval of the MOU will be for 5 years. Alex Soriano explains the purpose of the MOU.

Marcella Nino asks if BEST Academy can get out of the MOU. Alex Soriano explains that the MOU states that either party can cancel of amend the MOU.
The board **VOTED** to approve the motion.

Roll Call

C. Bolden	Aye
M. Nino	Aye
G. McCloskey	Aye
D. Webb	Aye

B. Informed K12 Renewal

M. Nino made a motion to Approve Informed K12.
D. Webb seconded the motion.
Alex Soriano explains that with the enrollment and staff growth, there is a need to improve efficiencies within the organization
The board **VOTED** to approve the motion.

Roll Call

M. Nino	Aye
C. Bolden	Aye
D. Webb	Aye
G. McCloskey	Aye

C. Cre8uv LLC contract renewal

D. Webb made a motion to Approve Cr8uv contract.
C. Bolden seconded the motion.
Provides support for Homeschool growth
The board **VOTED** to approve the motion.

Roll Call

G. McCloskey	Aye
D. Webb	Aye
M. Nino	Aye
C. Bolden	Aye

D.

Resource Lending Library Deliver Vehicle

C. Bolden made a motion to The purchase of a delivery van in the $60-70 purchase range.
M. Nino seconded the motion.
The board questions regarding expenses incurred by the vehicle. Alex Soriano explains that those would be expenses incurred as cost of doing business for the organization.

BEST must prepare for employee drivers incurring overtime based on the time needed for driving.

Background checks on driver's licenses

Training is offered for safe lifting for employees in the resource warehouse.
The board **VOTED** to approve the motion.

Roll Call

C. Bolden	Aye
G. McCloskey	Aye
M. Nino	Aye
D. Webb	Aye

E. IXL Contract Renewal

D. Webb made a motion to Approve IXL Contract.
C. Bolden seconded the motion.
The board **VOTED** to approve the motion.

F. Testing Site Reservations for October 6-9, 2025

C. Bolden made a motion to Approve the BEST Western Plus conference rooms for testing throughout the school year.
M. Nino seconded the motion.
James Mays states that over the school year, the expenses may go over the $10,000 threshold
The board **VOTED** to approve the motion.

Roll Call

D. Webb	Aye
M. Nino	Aye
G. McCloskey	Aye
C. Bolden	Aye

G. Increase Executive Director Delegation of Purchasing Authority Threshold

M. Nino made a motion to Approve increasing the spending threshold from $10,000 to $30,000.
D. Webb seconded the motion.

A report will be presented to the board every 60 days, communicating the vendors, goods and services, and expenditure amount.
The board **VOTED** to approve the motion.

Roll Call

C. Bolden	Aye
M. Nino	Aye
G. McCloskey	Aye
D. Webb	Aye

H. Amendment to Master Agreement and Independent Study Policy

C. Bolden made a motion to Approve the Master Agreement and the Independent Study Policy.
D. Webb seconded the motion.
Alex Soriano states that our legal counsel aligned the policy with the written agreement.
The board **VOTED** to approve the motion.

Roll Call

C. Bolden	Aye
D. Webb	Aye
G. McCloskey	Aye
M. Nino	Aye

VI. Closing Items

A. Regular Board Meetings

B. Adjourn Meeting

D. Webb made a motion to Adjourn the meeting at 12:30 pm.
C. Bolden seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

G. McCloskey	Aye
M. Nino	Aye
C. Bolden	Aye
D. Webb	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:30 PM.

Respectfully Submitted,
G. McCloskey

Documents used during the meeting

- Kyle Kendall Career Vitae 23SEP25.docx
- RLL Delivery Ram ProMaster® _ Ram Trucks.pdf
- OPS Vendors (1).xlsx
- JMays Executive Director Employment Agreement 25-27(6005592.2) (1) (4897-3797-9916.v2).docx
- ASoriano Executive Director Employment Agreement 25-27(6005592.2) (1) (4897-3797-9916.v2).docx.pdf
- ASoriano FIXED TERM EMPLOYMENT AGREEMENT.docx.pdf
- AB 1390.docx
- JMays Aug 22 to Sept 13 2025 Exp Report.pdf
- JMays Sept 16 to 26th 2025_Exp Report.pdf
- ASoriano Oct 1,-25.pdf
- 2025_08_27_board_meeting_minutes.pdf
- BEST MOU_Oversight_2025-30.pdf
- InformedK12 Renewal 25_26.pdf
- Cr8uv.pdf
- RLL Delivery Ram ProMaster® _ Ram Trucks.pdf
- iXL Renewal 2025-26.pdf
- Testing BW.pdf
- BP 3312.1 Delegation of Purchasing Authority.docx
- Master_Agreement_Preview (1).pdf
- BP 6158 Independent Study Board Policy (4862-6241-1473.v2) (4).docx

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Zoom Recording