APPROVED

Brookfield Engineering Science Technology Academy

Minutes

Regular Board Meeting

Date and Time
Wednesday November 5, 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
Wednesday, November 5, 2025
10:30 a.m. Board Meeting
LOCATION

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

Join Zoom Meeting
https://us02web.zoom.us/j/83363729882

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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, M. Nino

Directors Absent
G. McCloskey

Guests Present
A. Corder (remote), A. Soriano (remote), C. Cavanah (remote), Chad Leptich, J. Mays, N. Maldonado (remote), Y. Cervantez (remote)

I. Opening Items

A. Record Attendance / Roll Call

B. Call the Meeting to Order

D. Webb called a meeting of the board of directors of Brookfield Engineering Science Technology Academy to order on Wednesday Nov 5, 2025 at 10:31 AM.

C. Approve Minutes

C. Bolden made a motion to approve the minutes from the consent agenda Regular Board Meeting on 10-01-25.
M. Nino seconded the motion.
The board **VOTED** to approve the motion.

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

II. CORRESPONDENCE / PROPOSALS / REPORTS / INFORMATION

A. BUDGET / SCHOOL UPDATE

B. Kyle Kendall will not be running for a board position due to deployment to Poland

C. C. Vendor presentation of expenses - Amazon. Debra Webb asks for clarification on a couple of items listed on the invoice. James Mays provides clarification. Marcella Nino asks for the rationale of how it is listed. A bit difficult to understand the listing of the items.

D.

James Mays presents the rationale for the Teacher on Special Assignment. To support the homeschool growth and process building. Alex Soriano will be the immediate supervisor.

Marcella Nino advises reflecting on how to use a TOSA.

III. APPROVAL OF CONSOLIDATED MOTION FOR CONSENT CALENDAR

A. CONSENT AGENDA

C. Bolden made a motion to To approve the consent agenda.
M. Nino seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

IV. ACTION ITEMS

A. Kyle Kendall to join the BEST Academy Board

Kyle Kendall is no longer running for a board position.

B. Executive Directors Accrued Vacation Payout

M. Nino made a motion to Approve vacation payout for accrued vacation days from 2019-2022.
C. Bolden seconded the motion.
This information was presented at the October board meeting.
The board **VOTED** to approve the motion.

Roll Call

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

C. Policy Regarding the Assignment of Teachers in Transitional Kindergarten Classes

C. Bolden made a motion to Approve the TK policy.
M. Nino seconded the motion.
Legal counsel recommended developing a TK policy.
The board **VOTED** to approve the motion.

Roll Call

G. McCloskey	Absent
C. Bolden	Aye

Roll Call

D. Webb	Aye
M. Nino	Aye

D. Updating LEAD Teacher Job Descriptions

M. Nino made a motion to Apporove the TOSA Job Descriptions.
C. Bolden seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. National Honor Society (NHS) Club Advisor (Stipend - $2,000)

C. Bolden made a motion to Approve the NHS Stipend.
M. Nino seconded the motion.
Alex Soriano presents the role of the NHS lead in supporting our students.
The board **VOTED** to approve the motion.

Roll Call

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

F. Local Control and Accountability Plan(LCAP) Development & Reporting (Stipend - $6,000)

M. Nino made a motion to Approve the stipend for the LCAP lead.
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	Absent

V. Closing Items

A. Regular Board Meetings

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:13 AM.

Respectfully Submitted,
C. Bolden

Documents used during the meeting

- AmazonBusiness_Invoice_1KN3-6PRQ-R3FR.pdf
- BEST Academy Check Register September - October 2025.pdf
- ASoriano Nov 5 2025 (1).pdf
- JMays Oct 31 2025 Exp Report.pdf
- 2025_10_01_board_meeting_minutes.pdf
- ASoriano_Executive_Director_Employment_Agreement_25-27_6005592.2___1___4897-3797-9916.v2_.docx
- JMays_Executive_Director_Employment_Agreement_25-27_6005592.2___1___4897-3797-9916.v2_.docx
- ASoriano_FIXED_TERM_EMPLOYMENT_AGREEMENT.docx.pdf
- Policy Regarding TK Teaching Assignments (BEST Academy) (4907-2192-0113.v1).docx
- Verification Forms For TK Teaching Assignments (BEST Academy) (4920-9621-0033.v1).docx
- TOSA – Engagement.pdf
- TOSA – Homeschool Secondary Instruction.pdf
- TOSA – Policy & Procedures.pdf
- TOSA – Vendor & Resource.pdf
- TOSA – Homeschool Elementary Instruction.pdf
- HR BEST Salary 2025-2026.xlsx
- Copy of NHS_Advisor_Stipend w_ HR Edits.docx
- LCAP_Development&Reporting_Stipend_2025-26.docx.pdf

Recording of Meeting