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# Brookfield Engineering Science Technology Academy

## Minutes

### Regular Board Meeting

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#### Date and Time

Wednesday December 3, 2025 at 10:30 AM

#### Location

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

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#### **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, December 3, 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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Meeting ID: 934 1098 1120

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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.

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### Directors Present

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

### Directors Absent

*None*

### Guests Present

A. Corder (remote), A. Soriano, C. Cavanah, C. Danner (remote), Chad Leptich, J. Manwarren (remote), J. Mays, Kathleen Daugherty (remote), Y. Cervantez (remote)

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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 Dec 3, 2025 at 10:31 AM.

G. McCloskey made a motion to Call the meeting to order.

The board **VOTED** to approve the motion.

#### Roll Call

M. Nino           Aye

G. McCloskey   Aye

C. Bolden       Aye

D. Webb         Aye

### C. Approve Minutes

Motion to approve the minutes from Regular Board Meeting on 11-05-25.

Approved as consent calendar

The board **VOTED** to approve the motion.

#### Roll Call

D. Webb           Aye

M. Nino           Aye

C. Bolden       Aye

G. McCloskey   Aye

## II. CORRESPONDENCE / PROPOSALS / REPORTS / INFORMATION

### A. BUDGET / SCHOOL UPDATE

### B.

### **Executive Director Evaluations**

Alex Soriano presents the template for the Executive Directors to establish their goals. The board will evaluate the directors at the June regular board meeting.

### **C. Special Education Policy Updates**

Alex Soriano presents a folder with current policies. Legal counsel has updated them and will be presented at the January board meeting.

Marcella Nino asks for clarification on the 504 and SPED policies. Alex Soriano reports that legal counsel suggested combining them into a single policy and placing them in the student handbook. Special Education will have its own policy, as will the 504 process.

### **D. Special Education Policy: Graduation, Certificate of Completion, and Alternate Diploma Pathway**

Alex Soriano presents a new policy that will be incorporated into the graduation policy.

Legal Counsel is working on updating the graduation policy. Celeste Danner reports that we now have one student who qualifies for the alternative assessment and pathway to graduation.

### **E. Grady McGuire - potential board member**

Alex Soriano introduces a resume for Mr. McGuire. Organization and leadership skills are presented. James Mays provides a summary of Mr. McGuire's professional experience.

### **F. School Accountability Report Card Update**

Joel Manwarren presents a portion of the SARC. There is a mistake in the data presented on economically disadvantaged students. Gary McCloskey asks for more information on the percentage of people experiencing homelessness, since it has increased. Joel explains that families living doubled up with a family member are considered homeless. All families are offered and provided with hotspots if necessary.

James Mays states that our percentage of socioeconomically disadvantaged students has decreased due to the increased enrollment of affluent families in Orange County.

### **G. Teacher of Special Assignment Update**

Alex Soriano presents the names of the teachers selected for special assignment.

Amanda Barrera, Mylinda Threadgill, Tiffany Harris, Barbara Mulvany, Cheryl Sifferlen

## **III. APPROVAL OF CONSOLIDATED MOTION FOR CONSENT CALENDAR**

### **A. CONSENT AGENDA**

D. Webb made a motion to Approve the consent calendar.

M. Nino seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

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

**IV. ACTION ITEMS**

**A. 2025-2026 1st Interim Report**

Cory Cavanah presents the report. It is agreed that there will be a presentation of expenses over \$10,000 and under \$30,000 on the PPT.

Cory presents that our budget was made with a projected enrollment of 920, and we are currently at 945.

As we are projecting now, you know, we're about \$430,000 in-year surplus.

C. Bolden made a motion to Approve the 1st interim Report.

D. Webb seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

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

**B. Validate My Education Transcript Evaluation Services Contract**

James Mays presents the need to partner with this company to analyze foreign transcripts. They have a 2-day turnaround. It will provide an efficient system to support the counseling office.

M. Nino made a motion to Approve Validate Transcript Evaluation.

C. Bolden seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

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

**C. Mr. D Math Online Academic Support Contract**

James Mays presents the math program from Elementary Mathematics Support. It is part of the LCAP plan to address academic achievement in mathematics.

D. Webb made a motion to Approve Mr. D Math Online Support.

C. Bolden seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

G. McCloskey Aye

D. Webb Aye

C. Bolden Aye

M. Nino Aye

**D. Update of Board ByLaw 9250 - Board Member Stipend of Honorarium**

Alex Soriano presents the ByLaw update for the board members' stipend. The stipend will increase to \$600 per month. Some months may have two meetings so that the stipend will be provided only for one. The stipend is for board meetings, not for attending conferences. Board members will still be reimbursed for attending conferences.

D. Webb made a motion to Approve the stipend of \$600 per month.

M. Nino seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

M. Nino Aye

G. McCloskey Aye

D. Webb Aye

C. Bolden Aye

**E. Updating Technology Director Job Description**

Alex Soriano explains that this position is being adjusted to be a leadership and supervisory position. It is currently a Coordinator position.

M. Nino made a motion to Approve the Technology Director position.

C. Bolden seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

G. McCloskey Aye

D. Webb Aye

M. Nino Aye

C. Bolden Aye

**F. 2024-2025 Audit Report**

Alex Soriano explains that there was one finding, the first one ever. There was a student whose FRPM data did not match what was in CALPADS. As a result, the CDE calculator shows an \$11,000 fine. We plan to review the Home Data Collection forms on a monthly basis, train a clerk to import them to CALPADS, and have an administrator monitor the process. This creates a system of 4-eyes on the process.

M. Nino made a motion to Approve the 24-25 Audit Report with the Corrective Action.

D. Webb seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

C. Bolden      Aye

G. McCloskey   Aye

M. Nino          Aye

D. Webb         Aye

**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 12:00 PM.

Respectfully Submitted,  
C. Bolden

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**Documents used during the meeting**

*None*