APPROVED

Brookfield Engineering Science Technology Academy

Minutes

Regular Board Meeting

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

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

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
D. Webb	Aye
C. Bolden	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

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

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

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

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

G. McCloskey	Aye
M. Nino	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

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

Documents used during the meeting

None