



## Blue Ridge Academy

955 Stanislaus Street, Maricopa, CA 93252  
Ph (661) 525-1178 | Fax (661) 465-4544

Regular Scheduled Board Meeting - Blue Ridge Academy  
June 15, 2020 – 6:00 pm  
1740 Huntington Dr. #205, Duarte, CA 91010

Attendance: Jessie Maron, Nicole Zolfo, Arlene Nelson, May Hampton, Nikki Sanchez -  
Teleconference

Absent: None

Also Present: Samantha Haynes, Bryanna Brossman - Teleconference

### Call to Order:

Jessie Maron called the meeting to order at 6:07.

### Approval of the Agenda:

May Hampton motioned to approve the agenda. Arlene Nelson seconded.  
-Unanimous

### Public Comments:

None

### Executive Director's Report:

The Executive Director provided a report on:

- Transition Items
- State Updates
- Enrollment Updates
- Hiring Updates
- Facility Updates
- Special Education Updates
- High School Curriculum
- Online Subscription Updates
- Marketing Updates
- Graduating Seniors



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### **Discussion and Potential Action on the May Board Meeting Minutes:**

Arlene Nelson motioned to approve the May Board Meeting Minutes. May Hampton seconded.

-Unanimous

### **Discussion and Potential Action on the May Financials**

Nikki Sanchez motioned to approve the May Financials. May Hampton seconded.

-Unanimous

### **Discussion and Potential Action on the 2020 – 2021 Budget:**

The board was presented with a preliminary budget. No action was taken.

### **Discussion and Potential Action on Revenue Note Defeasance and Related Escrow Agreement:**

Arlene Nelson motioned to approve the Revenue Note Defeasance and Related Escrow Agreement. May Hampton seconded.

-Unanimous

### **Discussion and Potential Action on the Accounts Receivable Company Bids:**

Jessie Maron motioned to go with Charter School Capital for the Accounts Receivable Company. May Hampton seconded.

-Unanimous

### **Discussion and Potential Action on the COVID-19 Plans (Executive Order: N-56-20 Operations Written Report):**

This item was tabled due to needing to be approved at the same board meeting as the 2020-2021 Budget.

### **Discussion and Potential Action on the Invoices:**

Arlene Nelson motioned to approve the Invoices. May Hampton seconded.

-Unanimous



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### **Discussion and Potential Action on the Material Revision:**

May Hampton motioned to approve the Material Revision with the amendment to add Nicole Zolfo to the Board Section of the Material Revision. Arlene Nelson seconded.  
-Unanimous

### **Discussion and Potential Action on the Blue Ridge Academy Service Agreement:**

Arlene Nelson motioned to approve the Blue Ridge Academy Service Agreement. May Hampton seconded.  
-Unanimous

**Nikki Sanchez left at 8:00 pm.**

### **Discussion and Potential Action on the Auditor Engagement Letter:**

Arlene Nelson motioned to approve the Auditor Engagement Letter. May Hampton seconded.  
-Unanimous

### **Discussion and Potential Action on the Updated Gallagher Agreement:**

Arlene Nelson motioned to approve the Updated Gallagher Agreement. Jessie Maron seconded.  
-Unanimous

**Nikki Sanchez came back at 8:04 pm**

### **Discussion and Potential Action on the Updated Lincoln 403b Agreement:**

Arlene Nelson motioned to approve the Updated Lincoln 403b Agreement. May Hampton seconded.  
-Unanimous

### **Discussion and Potential Action on the Benchmark Assessment Tools:**

May Hampton motioned to approve the cheaper Bench Mark Assessment. Nicole Zolfo seconded.  
-Unanimous



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### **Discussion and Potential Action on the Blue Ridge Lease Proposal:**

Arlene Nelson motioned to approve the Blue Ridge Lease Proposal. May Hampton seconded.

-Unanimous

### **Discussion and Potential Action on the Bylaws:**

Arlene Nelson motioned to approve the Bylaws with direction given to the staff to match the staggering of terms to match the Affirming of Board Members and their new terms.

May Hampton seconded.

-Unanimous

### **Discussion and Potential Action on the Board Meeting Calendar:**

Jessie Maron motioned to approve the dates presented and for the meetings to be at 6:00 pm. Arlene Nelson seconded.

-Unanimous

### **Discussion and Potential Action on the Compensation Policy:**

The board of directors tabled the Compensation Policy.

### **Discussion and Potential Action on the Suicide Prevention Policy:**

The board of directors tabled the Suicide Prevention Policy.

### **Discussion and Potential Action on the Educational Vendor Policies and Procedures:**

The board of directors tabled the Educational Vendor Policies and Procedures.

### **Discussion and Potential Action on Affirming Board Members and their New Term**

Arlene Nelson motioned to approve the following terms:

Arlene Nelson 1 year, Nikki Sanchez 1 year, Jessie Maron 2 years, May Hampton 2 years, Nicole Zolfo 2 years. May Hampton seconded.

-Unanimous



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### **Discussion and Potential Action on the Officer Elections**

Arlene Nelson motioned to keep the current Officer Roles. Nicole Zolfo seconded.  
-Unanimous

### **Discussion and Potential Action on the Board Resolution – Stipend Expense for Travel, Internet and Phone:**

The board of directors tabled the Board Resolution – Stipend Expense for Travel, Internet and Phone.

### **Closed Session – Public Employee Performance Evaluation: Executive Director:**

The board of directors tabled the Closed Session – Public Employee Performance Evaluation: Executive Director.

### **Discussion and Potential Action on the Executive Director Contract, Salary, and Fringe Benefits:**

Jessie Maron motioned to offer Samantha Haynes a 1-year contract with the Salary and Fringe Benefits to be addressed at the next regularly scheduled board meeting. Arlene Nelson seconded.  
-Unanimous

### **Board of Director's Requests:**

May Hampton asked if we could provide information to our families about the school lunch programs and if our school would qualify.

### **Announcement of Next Regular Scheduled Board Meeting:**

July 13, 2020 at 6:00 pm.

### **Adjournment:**

Nikki Sanchez motioned to adjourn the meeting at 9:06 pm. Nicole Zolfo seconded.  
-Unanimous



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Prepared by:  
Bryanna Brossman

Noted by:

A handwritten signature in black ink, appearing to be "A. Brossman", is written over the "Noted by:" label.

Board Secretary