

Attachment B –

Conflict of Interest Code Supporting
Documents for:

Brookfield Engineering Science
Technology Academy



Phone: (833) 619-BEST (2378)
info@bestacademy.com
www.bestacademy.com

B.E.S.T. Academy Charter School
1704 Cape Horn
Julian, CA 92036

June 5, 2025

Dear Members of the San Diego Board of Supervisors,

I am requesting your approval of the amended Conflict of Interest (COI) Code for BEST Academy. The updates ensure compliance with current legal requirements and better address the needs of our school.

We kindly request your support in approving these amendments to help us maintain transparency and accountability in our operations. Please let us know if you need additional information.

Thank you for your time and consideration.

Sincerely,

Alejandro Soriano

Alejandro (Alex) Soriano, Director



(619)800-4589
asoriano@bestacademy.com
www.bestacademy.com

CDS Code: 37 68163 0139402

Audit trail

Details

FILE NAME COI Amendment Request - 6/5/25, 8:07 AM

STATUS  Signed

STATUS TIMESTAMP 2025/06/05
15:11:34 UTC

Activity



SENT

asoriano@bestacademy.com **sent** a signature request to:
• Alejandro Soriano (asoriano@bestacademy.com)

2025/06/05
15:07:19 UTC



SIGNED

Signed by Alejandro Soriano (asoriano@bestacademy.com)

2025/06/05
15:11:34 UTC



COMPLETED

This document has been signed by all signers and is **complete**

2025/06/05
15:11:34 UTC

The email address indicated above for each signer may be associated with a Google account, and may either be the primary email address or secondary email address associated with that account.



**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, June 4, 2025

10:30 a.m. Board Meeting

LOCATION

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

BOARD DOCUMENTS



Join Zoom Meeting

<https://us02web.zoom.us/j/83363729882>

Meeting ID: 934 1098 1120
One tap mobile
+16699006833,,93410981120# US (San Jose)
+12532158782,,93410981120# US (Tacoma)

Dial by your location
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Germantown)
Meeting ID: 934 1098 1120

Find your local number: <https://us02web.zoom.us/j/93410981120>

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.

1. CALL TO ORDER and ROLL CALL

Roll Call

Marcella Nino
Debra Webb
Joseph Cipres
Cassandra Bolden
Gary McCloskey

2. APPROVAL OF AGENDA: It is recommended by the Board of Directors that the agenda for the Regular Board Meeting of June 4, 2025, be adopted as presented.

Motion: 1st _____ 2nd: _____

Roll Call

Marcella Nino
Debra Webb
Joseph Cipres
Cassandra Bolden
Gary McCloskey

3. Pledge of Allegiance [Flag](#) Led by _____

4. PUBLIC COMMENTS / RECOGNITION

5. CORRESPONDENCE / PROPOSALS / REPORTS / INFORMATION

a. Budget / School Update [LINK](#)

i. 2025-26 Adopted Budget Narrative

b. LCAP Public Hearing Presentation:

i. 2025-26 Local Performance Indicator Self-Reflection [LINK Presentation](#)

ii. 2025-2026 Local Control and Accountability Plan [LINK Presentation](#)

c. School Safety Plan 2025-2026 [LINK](#)

6. APPROVAL OF CONSOLIDATED MOTION FOR CONSENT

CALENDAR: The board considers all matters under the consent agenda routine and will approve, ratify, and enact them in one motion in the form listed below. Unless a board member specifically requests further discussion or removal from the agenda, these items will not be discussed further prior to the Board vote. Comments by the Board may be made at the discretion of the Chairperson.

- a. Minutes [LINK](#)**
- b. Expense Reports**
- c. Check Register; March - May 2025**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

7. ACTION ITEMS

- a. 2024-25 EPA Expenditure Resolution [LINK](#)**

- i. Approval accepts the final allocation of EPA funds to support classroom-centered expenditures for this school year.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

- b. 2025-26 EPA Expenditure Resolution [LINK](#)**

- i. Approval accepts the proposed allocation of EPA funds to**

support classroom-centered expenditures for the upcoming school year.

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

**c. Prop 28 Annual Certification & Annual Report [LINK](#)
[Requirements](#)**

- i. Approval certifies that all Arts and Music in Schools funds received in the fiscal year were used to provide arts education programs, and that Arts and Music in Schools funds expended in the prior fiscal year were used for those purposes.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

d. Update of Conflict of Interest Policy [LINK](#)

- i. Approval adds the Director of Curriculum and Data Strategy to our COI Policy and will file Form 700.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

e. Julian USD MOU [LINK](#)

- i. Approval continues oversight from the Julian Union school district**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

f. Vendor Contract Renewals [LINK](#)

- i. Approval continues partnership with vendors for the 2025-2026 school year.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

g. BYU Independent Study Contract [LINK](#)

- i. Approval provides Advanced Placement course options as well as foreign language offerings.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

h. Brightthinker Digital Curriculum Renewal: 1 year [LINK](#)

- i. Approval continues the digital curriculum platform for grades 3-8 for one school year.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

- i. Brightthinker Digital Curriculum Renewal: 2 year [LINK](#)**

- i. Approval continues the digital curriculum platform for grades 3-8 for two school years.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

- j. Infinity Kids Contract [LINK](#)**

- i. Approval establishes a partnership for Special Education services for the 25-26 school year.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

- k. Oxford Consulting Services [LINK](#)**

- i. Approval establishes a partnership for Special Education**

services for the 25-26 school year.

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

l. Professional Tutors of America [LINK](#)

- i. Approval establishes a partnership for Special Education services for the 25-26 school year.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

m. Orange County Speech Services [LINK](#)

- i. Approval establishes a partnership for Special Education services for the 25-26 school year.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

n. The Stepping Stones Group [LINK](#)

- i. Approval establishes a partnership for Special Education services for the 25-26 school year.**

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

o. CLOSED SESSION

i. Employment Evaluation: Executive Directors [LINK Folder](#)

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

p. Approval of Employment Agreements for Executive Directors

i. Approval establishes compensation as fair and reasonable

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

8. BOARD COMMENTS

9. DIRECTOR'S COMMENTS

10. ADJOURNMENT

a. Regular Board Meetings

☒ ~~August 21, 2024, Organizational Meeting~~

- ☒ ~~October 2, 2024, Brown Act Training~~
- ☒ ~~November 6, 2024~~
- ☒ ~~December 4, 2024~~
- ☒ ~~February 5, 2025~~
 - ☒ ~~February 26, 2024~~
- ☒ ~~March 5, 2025 Canceled~~
- ☒ ~~April 2, 2025~~
- ☒ ~~May 7, 2025~~
- ☐ June 4, 2025
- ☐ June 10, 2025, Graduation
- ☐

Motion to adjourn the Board of Directors meeting at:

Motion: 1st _____

2nd: _____

Roll Call

Marcella Nino

Debra Webb

Joseph Cipres

Cassandra Bolden

Gary McCloskey

E 9270 Board Bylaws

Conflict Of Interest

RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Governing Board of the Brookfield Engineering Science Technology Academy has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Brookfield Engineering Science Technology Academy has recently reviewed its positions, and the duties of each position, and has determined that (changes/no changes) to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Brookfield Engineering Science Technology Academy Governing Board adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS 4th day of December 2024 at a meeting, by the following vote:

AYES: 5 NOES: 0 ABSENT: 0

Attest: 

Board Secretary: Alejandro Soriano _____

Secretary/President

Conflict of Interest Code of the Brookfield Engineering Science Technology Academy. The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Governing Board members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. Category 1: A person designated Category 1 shall disclose:

- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
- b. Investments or business positions in or income from sources that are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.

2. Category 2: A person designated Category 2 shall disclose:

- a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
- b. Investments or business positions in or income from sources that manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

3. Full Disclosure: Because it has been determined that the district's Board members and/or Executive Directors "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code 87200:

a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.

b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

Designated Positions

Designated Position Disclosure Category

Governing Board Members 1

Executive Director 1

Special Education Coordinator 2

School Director 2

Intervention Coordinator 3

Student and Family Services Director 2

English Learner and Literacy Director 2

Office Manager 3

Human Resources Director 2

Curriculum and Data Strategy Director 2

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Executive Director or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are

public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18701)

07/2019

updated 11/2020

updated 07/22

updated 11/23

updated 08/24

updated 12/24