Holly Drive Leadership Academy
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February 25, 2026

Notice and Call of Regular Meeting

Written notice is hereby given in accordance with Education Code Section 35144, Government Code 54956, and other applicable laws that a Special Meeting of the Executive Board of Directors of the Holly Drive Leadership Academy will be held at 5:30pm on February 26, 2026. The agenda is attached:

Individuals with disabilities, who need a reasonable accommodation to attend or participate in this meeting, should contact the front office (619) 266-7333.

Holly Drive Leadership Academy

February 26, 2026

Special Board Meeting Agenda

A. **Opening Ceremony**

A.01 Call to Order
A.02, Roll Call, Establish Quorum (Board Governance Policy)

B. **Adopt Agenda**

B.01 Adopt Agenda (Board Governance Policy)
B.02 Adopt Minutes (Board Governance Policy)

C. **Operational Matters**

C.01 – Auditor Selection – Board Action

C.02 – Instructional Continuity Plan – Board Action

C.03 – Comprehensive School Safety Plan – Board Action

D. **Adjournment**

February 26, 2026
Special Board Meeting Minutes

Meeting called to order at 5:37pm by Chairperson Davis, Members present Dianna Brown, Sharon DuBois, and Eddie Davis. Member absent Etta Keeler. Chairperson Davis established that there was a quorum. Principal Smith was also in attendance.

Motion made by Davis to accept and approve the agenda, 2nd by Dubois, it was approved unanimously. Motion made by Dubois to accept and approve the minutes. 2nd by Davis, it was approved unanimously

C.01 – Auditor Selection
Principal Smith explained we have a three year contract with Wilkinson Hadley and King CPAs that will end at the end of the 2025-2026 school year. Principal Smith stated she will upload the multi-year contract to the San Diego County Office of Ed platform for the Independent Auditor Selection for this year. Chairperson Davis stated that we have a three year contract and no new auditor selection is due for this year. Thus, no new board action is needed on this agenda item.

C.02 - **Instructional Continuity Plan –** Principal Smith stated the Learning Continuity Plan is a formal plan where each school creates a plan to keep learning and school services going in the event of a closure or crisis. It is a yearly requirement. Principal Smith presented the ICP to the board to review. Member Brown moved that we accept the ICP as presented. Seconded by Member Dubois. It was approved unanimously.

C.03 – School Site Safety Plan – Principal Smith presented the School Site Safety plan and stated the ICP plan accompanies the Safety Plan, and that an updated version of both will be created in December 2026, as we update all compliance documents in preparation of charter renewal. Principal Smith spoke regarding the walkie talkie system they have in place to pick up after school as the gates have been unlocked once the office staff leave at 4:00pm. She stated it has been working well.

C.04 - Adjournment - Chairperson Davis asked was there any public comment, there was none. He adjourned the meeting at 6:26pm