

Highlands Community Charter School

II. COMMUNICATIONS

A. **Paying Respects to Bob Honda**

Robert K. Honda was a long-time supporter of adult education and an adult school teacher with Sacramento City Unified school district. The board recognized his work and paid their respects to his passing.

B. **Public Comment:**

No public comment occurred

C. **Potential Facilities Report**

Mr. Williams

Kirk Williams and Jacob Walker met with Steve and Lynn Jensen previous to the meeting, and discussed potentially using the building they are currently using for their ESL school. Their classroom is big enough for 20 at max. The Jensen's conveyed at that meeting that the further away the campus was from Eastern Europeans, the harder it is to get them to come to school, and that North Highlands would be the best location.

There was discussion of looking for space near the previous Twin Rivers Winona Center, or possibly with San Juan. There was the discussion of trying to form a WIA Title II partnership with San Juan.

D. **Board Report**

Mr. Brunelle

No Board Report was presented due to other issues taking precedence, and Mr. Brunelle had no specific items to present.

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III. CONSENT AGENDA ITEMS

Most consent agenda items were tabled for the next meeting. Jacob requested more time to review job descriptions. But, to move forward the school, the board decided to appoint an interim administrator.

A. Appointment of Interim Administrator

The board recognized the need for an acting administrator to represent the organization and to be authorized to take actions on behalf of the organization. Kirk Williams was designated by the board (recusing himself from the vote) to be authorized as the interim administrator of Highlands Community Charter School.

It is recommended that Kirk Williams be designated as Interim Administrator of Highlands Community Charter School

Motion:	<u>Ward Allen</u>	Action:	<u>Approved</u>
Second:	<u>Mike Brunelle</u>	Vote:	<u>3, Williams abstained</u>

IV. ITEMS SCHEDULED FOR ACTION

Items scheduled for action were tabled until the next meeting.

V. NON-SCHEDULED ITEMS REQUIRING ACTION

A. Resignation of Thomas Burruss

Per an email and attached letter, Thomas Burruss submitted his resignation from the board based upon his feeling that he could not fulfill the role of treasurer fully. The board accepted his resignation.

The board accepts the resignation of Thomas Burruss

Motion:	<u>N/A</u>	Action:	<u>Approved</u>
Second:	<u>N/A</u>	Vote:	<u>Consensus</u>

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B. Discussion of the Appointment of a New Board Member

The board discussed how it would appoint a new board member. A consensus existed that the nomination should occur at the next board meeting, and that those wishing to be on the board should send the board a resume. There was a question at this point about whether board members could be employed with the charter school, if less than 50% of the board was employed with the school, as per California nonprofit rules, and that legal counsel should be consulted on this, as well as a discussion with New Jerusalem.

VI. ITEMS SCHEDULED FOR INFORMATION

A. NJSD/Delta Charter Proposal

Mr. Williams & Mr. Walker

Mr. Williams and Mr. Walker shared that Delta Charter School, of New Jerusalem Elementary School District (NJESD) is potentially willing to "incubate" Highlands Community Charter School by having a program under their charter for the first year. They would likely have a resource center that California Education Code allows them to have for jurisdictional purposes, as long as the programs were designated as being sufficiently non-classroom based.

By general consensus the board wished to continue moving forward with this potential relationship.

B. Discussion – Meeting Location/Time for Future Meetings

Mr. Allen

Ward Allen suggested that the next meeting be held at a Raley's meeting room, and would arrange to reserve space at one of these meeting rooms for the next meeting.

VII. ADJOURNMENT

Mike Brunelle moved to adjourn at 4:08 pm

VIII. Pledge of Accuracy

As the Secretary of Highlands Community Charter School, the following minutes are to the best of my knowledge accurate and sufficiently complete to represent what occurred at the board meeting.

Signature



Date Approved

6-1-2013