

# Highlands Community Charter and Technical Schools

## Board Meeting Agenda

1333 Grand Avenue, Sacramento, CA 95838

June 02, 2016

Thursday, 3:00 PM

**Agenda Publicly Posted on Saturday, May 28, 2016 by Connie Swink**

### **Instructions for Presentations to the Board by Parents, Students and Citizens**

Highlands Community Charter School (HCCS) welcomes your participation at the schools Board Meetings. The purpose of a public meeting of the Board is to conduct the affairs of HCCS in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our school. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to audience members at the door to the meeting
2. Blue "Request to Speak" cards are available to all audience members who wish to speak on any agenda item or under the general category of "Public Comment".
3. "Public Comment" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to 2 minutes and total time allotted to non-agenda items will not exceed (20) twenty minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your blue request card and you will be given an opportunity to speak for up to (5) five minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their names and address from the podium and adhere to the time limits set forth.
6. Citizens may request that a topic related to school business be placed on a future agenda in accordance with guidelines in the Board Policies. Once such an item is properly on the agenda and publicly noticed, the Board can discuss, respond and possibly act on that item.
7. In compliance with the Americans with Disabilities Act (ADA) and upon 72 hour request, the school may furnish auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternatives modification of the agenda in order to participate in Board Meetings are invited to contact the Principal's office.

## I. PRELIMINARY

### A. Call to Order

Chairperson

### B. Roll Call

Chairperson

Trustees	Present	Absent
Ms. Sharon Rocco, Chairperson	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Matt Powers, Secretary (Board & Corporate)	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Doyle Radford, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ricky Jones, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Sonja Cameron, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
<b>Quorum Required</b>		<b>3 of 5</b>
Corporate Staff/Legal Counsel		
Mr. Ward Allen, Corporate President	<input type="checkbox"/>	<input type="checkbox"/>
Murdock Smith, Executive Director	<input type="checkbox"/>	<input type="checkbox"/>
Tom Cregger, Legal Counsel	<input type="checkbox"/>	<input type="checkbox"/>

## II. NON-SCHEDULED ITEMS REQUIRING IMMEDIATE ACTION

## III. CLOSED SESSION

Chairperson

### A. Pending Litigation – Legal Counsel

Tom Cregger

#### 1. Number of Cases: One

A. Ongoing FPPC investigation. Govt. Code § 54956(a)

## IV. OPEN SESSION

### A. Call to Order of Open Session

Chairperson

**B. Flag Salute** Secretary

**C. Reporting of Actions Taken in Closed Session** Chairperson

**V. CONSENT AGENDA ITEMS**

Report on the routine items for the month.

**1.Approve Minutes of March , 2016** Chairperson

**2.Approve Minutes of April 8, 2016**

**3.Approve Minutes of May 5, 2016**

**VI. ITEMS SCHEDULED FOR INFORMATION & DISCUSSION**

**A. Financial Report** Executive Director  
Report on HCCTS finances and related discussion.

**B. General Report by Executive Director** Executive Director  
Discussion of activity since the last Board Meeting.

**C. General report by legal counsel** Legal Counsel  
This is an update by legal counsel regarding any change in contracts or negotiations.

**D. Woodbridge Charter School application** Legal Counsel

**E. Extension of option to participate in health benefits to Board members** Legal Counsel

**F. Draft Student Handbook Review** Executive Director

**G. Public Comment** Chairperson

**VII. ITEMS SCHEDULED FOR ACTION**

- A. Approval to lease staff vehicles: 2 cars and 1 truck                  Secretary**  
are needed. Not to exceed \$1500 per month.
- B. Discuss Employee Bonus Program, and Approve - Executive Director**  
**Selected proposal.**
- C. Discussion of modification of board          -                  Executive Director**  
**reimbursement policy, and possible action**
- D. Report on insurance change    Secretary**  
Update on insurance and authorization for the Executive Director to execute contract.
- To Authorize Executive Director working with Legal Counsel to both negotiate and secure needed school insurances prior to July 1, 2016 when current provider Charter Safe Insurance ends.
- E. Authorization to sign the contract agreement with                  Secretary**  
**Information Systems (SIS) Power Schools**
- F. General information regarding contract signatories Legal Counsel**  
Clarification is needed by Mechanics Bank to satisfy legal, banking requirements in order to confirm the officers of the HCCTS Corporation.
- It is approved by the Board to remove both Kirk Williams, as he no longer works here and Jacob Walker, Coordinator, who is not a corporate member of HCCTS, as signers on the Mechanics Bank accounts. The Board has approved to keep Ward Allen, Corporate President, and add Murdock Smith, Executive Director and Matt Powers, Corporate Secretary, to the accounts as Principal Corporate Officers.
- G. Hire a Personnel/Human Resources Specialist                                  Secretary**

**H. Review and adopt English Language Development policy** **Executive Director**

**I. Discuss and approve Play Ground Design Proposal** **Executive Director**

**VIII. ITEMS TO BE ADDED FOR NEXT MEETING**

**IX. Review Board Oversight Calendar**

**X. BOARD MEMBER COMMENTS AND REQUESTS** **Chairperson**

**XI. ADJOURNMENT**