

# Highlands Community Charter and Technical Schools

## Board Meeting Agenda

**Raley's Meeting Room, 4840 San Juan Avenue, Fair Oaks, California**  
**March 22, 2014, 10:00 AM**

### **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 Board Policy # . Once such an item is properly agendized and publically noticed, the Board can discuss, respond and possibly act on such an 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 Principals office.

**I. PRELIMINARY**

**A. Call to Order** **President**

**B. Roll Call** **President**

Director	Present	Absent
Mr. Mike Brunelle, President	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ward Allen, Vice President	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Lori Lee, Treasurer	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jacob J. Walker, Secretary	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Kirk Williams, Interim Principal	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Bob Presley, Director	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Linda Fowler, LEA Trustee	<input type="checkbox"/>	<input type="checkbox"/>
Quorum Required:	4 of 7	

**C. Flag Salute** **Vice-President**

**D. Reporting of Actions Taken in Closed Session** **President**

**E. Approve Minutes from Previous Board Meeting** **President**

**NON-SCHEDULED ITEMS REQUIRING IMMEDIATE ACTION**

Items not placed on the agenda may be considered by the board only in exceptional circumstances.

**II. COMMUNICATIONS**

**A. Public Comment**

Non-agenda items: no individual presentation shall be more than (2) two minutes and the total time for this purpose will not exceed (20) twenty minutes. Ordinarily, Board Members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

**B. Principal / Financial Report** **Principal**

This is a presentation of information which has occurred since the last Board Meeting.

**C. Board Report** **President**

This is a presentation of information which has occurred since the last Board Meeting

### **III. ITEMS SCHEDULED FOR ACTION**

- |  |                      |
|--|----------------------|
| <b>A. Resignation of Robert Presley</b>                  | <b>Kirk Williams</b> |
| <b>B. Recommendation for Murdock Smith to Join Board</b> | <b>Ward Allen</b>    |
| <b>C. Board Member Emeritus Policy</b>                   | <b>Jacob Walker</b>  |

### **IV. ITEMS SCHEDULED FOR BOARD DISCUSSION**

This portion of the meeting is reserved for general discussions within the board in which the board may give direction to the principal or other designee. Formal motions may be made at the discretion of the board.

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| <b>A. Work Calendar Update</b>             | <b>Kirk Williams</b> |
| <b>B. Employee Salary Schedule</b>         | <b>Kirk Williams</b> |
| <b>C. Employee Benefits</b>                | <b>Kirk Williams</b> |
| <b>D. Advertising / Marketing</b>          | <b>Kirk Williams</b> |
| <b>E. CDS Code / Charter School Number</b> | <b>Kirk Williams</b> |
| <b>F. Revision of Job Descriptions</b>     | <b>Linda Fowler</b>  |
| <b>G. Hiring Policy</b>                    | <b>Linda Fowler</b>  |

### **V. ADJOURNMENT**