

# Highlands Community Charter and Technical Schools

## Board Meeting Agenda

1333 Grand Avenue, Sacramento, CA 95838

August 21, 2014

Open Session: 6:00 pm

Closed Session: 7:00 pm

Agenda Publicly Posted on August 18, 2014 by Jacob J. Walker

### 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 publically 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** **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"/>
Mr. Jacob J. Walker, Secretary	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Linda Fowler, LEA Representative	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Murdock Smith, Director	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Doyle Radford, Director	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Josie Washington, Director	<input type="checkbox"/>	<input type="checkbox"/>
Quorum Required:	4 of 7	

**II. NON-SCHEDULED ITEMS REQUIRING IMMEDIATE ACTION**

Items not placed on the agenda may be considered by the board only in exceptional circumstances, such as emergency situations (requiring a majority vote to consider) or when an issue came to the attention of the school subsequent to the agenda being posted (requiring a two-thirds vote to consider).

**III. OPEN SESSION**

**A. Call to Order of Open Session** **President**

**B. Flag Salute** **Vice-President**

**C. Approve Minutes from Previous Board Meetings** **Secretary**

**D. 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.

**E. Principal’s Report** **Principal**  
This is a presentation of information which has occurred since the last Board Meeting.

**F. Coordinators’ Report** **Coordinators**  
This is a presentation of information which has occurred since the last Board Meeting.

#### **IV. CONSENT AGENDA ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board Member for further discussion or removed from the agenda, there will usually be no discussion of these items prior to the Boards vote on them. The Principal recommends approval of all the consent items.

##### **A. California Department of Education Academic Criterion**

In order to meet the 4<sup>th</sup> reclassification criteria for Assembly Bill 484 (Bonilla), we would use the CASAS Exam to compare student performance on an objective assessment of basic skills in English-language arts.

#### **V. ITEMS SCHEDULED FOR INFORMATION & 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 and resolutions may also be voted on during this portion of the meeting.

##### **A. Conflict of Interest Bylaws Principal**

A discussion and possible vote regarding changes in the bylaws regarding conflict of interest based upon potential clarification to the law from Assembly Bill 913.

##### **B. School Logo Principal**

Working on finalizing a logo for the school. Two options will be presented to the Board.

##### **C. CBEd & School Calendar Changes Principal**

Discussion of updates about the Community Based Education program, and how the school calendar may be affected due to delays in implementation by the district. Other school calendar issues will be addressed.

##### **D. Job Descriptions Principal**

Approval of Job Descriptions for CTE Coordinator and Coordinator of Academics.

##### **E. Public Employee Evaluation Instruments Principal**

Approval of Instruments used for Classified and Certificated Employee evaluations

##### **F. Use of Mathnasium for Educational Purposes Principal**

A discussion of partnering with Mathnasium for potential math tutoring for our students and community students.

##### **G. Potential Los Rios Partnership Principal**

Discussion of the potential of a partnership with Los Rios Community College District to serve postsecondary students

## **VI. ITEMS SCHEDULED FOR ACTION**

- A. Proposed School Policy** **Principal**  
Proposed Highlands Community Charter School Policy on Materials that have a Copyright.
- B. 401a Agreements** **Principal**  
Additional 401(a) resolutions required to implement 401(a) plans

## **VII. ITEMS TO BE ADDED FOR NEXT MEETING**

This portion of the meeting is reserved for the addition of agenda items for a following board meeting by any board member. Items may also be added to the agenda by any Board Member, the Principal, or a Coordinator, at any time prior to the public posting of the agenda.

## **VIII. CLOSED SESSION**

In general, the purpose of a closed session is to avoid revealing confidential information that may, in specified circumstances, prejudice the legal or negotiating position of the agency or compromise the privacy interests of employees or students. Only items that are allowed by the Brown Act and on the agenda in accordance with Government Code Section 54954.2 may be considered in Closed Session.

- A. Public Employee Contracts** **Gov. Code 54957**
- 1. Title: Principal- Kirk Williams**
  - 2. Title: CTE Coordinator- Ward Allen**
  - 3. Title: Coordinator of Academics- Jacob Walker**
  - 4. Title: Educational Consultant – Derrick Aguiar**
- B. Reporting of Actions Taken in Closed Session** **President**

## **IX. ADJOURNMENT**