

Highlands Community Charter and Technical Schools

Board Meeting Agenda

1333 Grand Avenue, Sacramento, CA 95838

November 6, 2014

Closed Session: 5:00 p.m.

Open Session: 5:30 p.m.

Agenda Publicly Posted on November 3, 2014 by Katerina Serdi

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"/>
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"/>
Mr. Kenneth Miyao, Director	<input type="checkbox"/>	<input type="checkbox"/>
Quorum Required:	4 of 7	

II. BOARD CHANGES

A. Board Secretary Stepping Down from the Board

B. Appointment of New Board Member **Ward Allen**
Nomination of Matt Powers

III. 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).

IV. OPEN SESSION

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

B. Flag Salute **Vice-President**

C. Approve Minutes from Previous Board Meeting **President**
Approve minutes from Board meeting held on October 16, 2014.

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.
- G. Student Leadership Report** **Student Body President**
This is a presentation of information which has occurred since the last Board Meeting.

V. 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.

VI. 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. SESL Presentation** **Margo Sterling**
The Sacramento ESL Network will share about a potential collaboration with HCCTS
- B. DMS Presentation** **Kelly McDole**
DMS will make a presentation about their internal control processes and information to help with drafting HCCTS policies and procedures
- C. Internal Control Policies** **Kirk Williams**
A discussion of internal control policies based upon DMS's presentation
- D. New Board Member Orientation** **Kirk Williams**
Discussion of the process of orienting and training new board members
- E. CBEEd Program Locations and Start Dates** **Kirk Williams**
A new location for CBEEd classes to be held in West Sacramento with a potential start date of November 17, 2014.
- F. Goodwill** **Jacob Walker**
A discussion on the possibility of teaching business courses with Goodwill.

- G. Stride Center** **Jacob Walker**
A discussion on the possibility of teaching A+ courses with Stride Center.
- H. Instructional Delivery Policy** **Jacob Walker**
A discussion about having a formalized instructional delivery policy that also incorporates independent study, field trips, workplace education, etc.
- I. Paid Holiday** **Kirk Williams**
A discussion to consider adding the day after Thanksgiving Day, a paid holiday for classified staff.
- J. Consulting Fixed Term Contract** **Jacob Walker**
A discussion of paying Mari Lowes as a consultant to assist us with developing Independent Study programs

VII. ITEMS SCHEDULED FOR ACTION

No items scheduled in this section, but actions may be taken in the discussion portion of the meeting.

VIII. 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.

The next Board Meeting will take place December 4, 2014.

IX. ADJOURNMENT