

Highlands Community Charter and Technical Schools

Board Meeting Agenda

1333 Grand Avenue, Sacramento, CA 95838

September 18, 2014

Open Session: 6:00PM

Agenda Publicly Posted on September 15, 2014 by Alejandra M Cox

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

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

The Board to approve minutes from Board Meetings held in July and August, 2014.

E. **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.

F. **Principal's Report** **Principal**

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

G. Coordinators' Report **Coordinators**

This is a presentation of information which has occurred since the last Board Meeting by Jacob Walker, Coordinator of Academics and Ward Allen, Coordinator of CTE.

H. Student Leadership Report **Student Body President**

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

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. Board Meeting Schedule **Kirk Williams**

A discussion on the Board Meeting schedule. Instead of bi-weekly Board Meetings, we move to a monthly Board Meeting schedule.

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. Union Courses **Kirk Williams**

We were presented with a price quote from the Laborers' Community Service & Training Foundation, for 6 week instructional courses.

B. Committee Calendar **Kirk Williams**

C. CBEd Teacher **Kirk Williams**

A search for a new Community Based Education Teacher to accommodate the increasing enrollment in the program.

VI. ITEMS SCHEDULED FOR ACTION

A. Employment Contracts: **Mike Brunelle**

1. Employment Contract for Kirk Williams

Agency designated representatives: Mike Brunelle

Unrepresented employee: Kirk Williams

2. Employment Contract for Ward Allen

Agency designated representatives: Mike Brunelle

Unrepresented employee: Ward Allen

3. Employment Contract for Jacob J. Walker

Agency designated representatives: Mike Brunelle

Unrepresented employee: Jacob J. Walker

Note: By HCCTS Conflict of Interest Rules, Kirk Williams, Ward Allen and Jacob J. Walker will not be present for their respective portions of the meeting.

B. Revised Salary Schedule for Classified Employees Kirk Williams

Seeking permission from the Board to modify the Classified Salary Schedule to accommodate paid holidays for the positions of Paraeducator. The changed schedule will change the Work Year for these positions to 200 days instead of 190 days.

C. Reimbursement Policy Ward Allen

A proposed reimbursement policy for expenditures of employees of the school.

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.

The next Board Meeting will take place October 2, 2014

VIII. ADJOURNMENT