

Highlands Community Charter and Technical Schools

Board Meeting Agenda

1333 Grand Avenue, Sacramento, CA 95838

February 4, 2015

Open Session: 4:00 PM

Agenda Publicly Posted on January 31, 2015 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 with 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 the public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to 2 minutes and the 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 the 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** **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. Murdock Smith, Treasurer	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Matt Powers, Secretary	<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"/>
Ms. Linda Fowler, LEA Representative	<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. **Pledge of Allegiance** **Vice-President**

C. **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.

D. **Principal's Report** **Principal**

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

E. 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.

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 Board's vote on them. The Principal recommends approval of all the consent items.

A. Approve Minutes from Previous Board Meeting

President

Vote to approve the minutes of January 7, 2015 regular board meeting and January 26, 2015 special board meeting.

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. School Site Council

Kirk Williams

Discussion on formation of a School Site Council. Meeting on February 22, 2015.

1. **School Site Council Plan**

2. **LEA Plan**

B. Fiscal Policies

Kirk Williams

Discussion and review of Highlands Community Charter School fiscal policies and procedures.

C. Revision of the School Calendar

Jacob Walker

Discussion and revision of the School Calendar - have Highlands Community Charter School Calendar better fit students' schedules and potentially increase attendance.

VI. ITEMS SCHEDULED FOR ACTION

A. TRUSD MOU

Ward Allen

A presentation of the Memorandum of Understanding between Highlands Community Charter School and Twin Rivers Unified School District.

B. ARI Agreement

Kirk Williams

A presentation of the facility use and training agreement between Asian Resources Inc. (ARI) and Highlands Community Charter School. ARI is the owner of certain real property and facilities located at 7640 Greenback Lane Citrus Heights, CA 95610. Highlands Community Charter School desires to enter into this agreement in order to use the facility mentioned above for the period during 2014-2015 and 2015-2016 school years.

C. Amendment to 401 (a) Plan

Kirk Williams

Discussion of the Amendment "one" to the Highlands Community Charter School 401 (a) Retirement Plan in regards to Classified Employee Eligibility.

D. Employee Contracts

Mike Brunelle

1. **Coordinator of Academics- Jacob Walker**
2. **Coordinator of CTE- Ward Allen**

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 monthly Board Meeting will be held on March 4, 2015 at 4:00 PM.

VIII. ADJOURNMENT