

Highlands Community Charter and Technical Schools

Special Board Meeting Minutes

1333 Grand Ave. , Sacramento, CA 95838

December 15, 2016

Board Policy Regarding Board Minutes:

The minutes of open session meetings of the Board record all motions, show the names of Board members making and seconding motions and state the vote upon the motion. The open session minutes also record all resolutions, the recommendations of the administration and the substance of the Board's discussion or the substance of statements pertinent to Board's business made by members of the staff or public. The minutes follow a generally accepted pattern in form.

The original copy of the open session minutes are signed by the Secretary of the Board and approved by the Board. Original minutes are bound in chronological order, volumed by fiscal year and paged consecutively. The following documents are bound with the official minutes and referred to in the text of the minutes to which they apply:

- Original copies of all resolutions unless required by other agencies, in which case photocopies of the originals may be substituted
- Original copy of all budget transfers
- Copies of any document determined by the Board of Trustees to be attached to the official minutes
- Other documents which, in the opinion of the Secretary, are necessary to fully substantiate or record Board of Trustee action.

In addition to the official minutes, an additional copy of all minutes and attached documents are maintained in the office of the Secretary of the Board. This set of minutes is bound, indexed by those categories detailed above and by subject. The bound minutes and accompanying documents are open to public scrutiny within the boundaries of the law.

Pledge of Accuracy

As the Secretary of Highlands Community Charter School, the following minutes are to the best of my knowledge accurate and sufficiently complete to represent what occurred at the board meeting.



Signature



Date



HIGHLANDS

COMMUNITY CHARTER SCHOOL

Board Members

Sharon Rocco, Matt Powers, Doyle Radford, Ricky Jones, Sonja Cameron

Executive Director/Legal Counsel

Murdock Smith, Tom Cregger

SPECIAL BOARD MEETING MINUTES

DATE & TIME: **Thursday, December 15, 2016 @ 1:00 p.m.**

LOCATION: 1333 Grand Ave., Sacramento, CA 95838, Building B
916-844-2283

- A. Call to Order & Roll Call:** Meeting was called to order by Sharon Rocco at 3:06 P.M.
Trustees Present: Sharon Rocco, Doyle Radford, Ricky Jones,
Trustees Excused: Matt Powers, Sonja Cameron

A motion was made by Doyle Radford and a second by Rick Jones to excuse Matt Powers and Sonja Cameron from the meeting.

Vote: Motion Carries

B. Adoption of Agenda:

Approved as Presented

Motion: Doyle Radford

Second: Rick Jones

Vote: Motion Carries

C. Flag Salute: Led by Rick Jones

D. Hearing of Parties Desiring to Address the Board and/or Present Petition

Anyone may address the board regarding any item that is described on the agenda. Only matters on the agenda may be addressed. These presentations are limited to 2 minutes.

Legal Counsel reminded the audience that only items on the agenda may be addressed at this meeting.

E. Closed Session: commenced at 1:10 P.M.

Prior to the Closed Session, anyone may address the board regarding any item that is on the agenda for the Closed Session. Interested persons must submit a request, which are available in a card form, prior to commencement of the Board Meeting. These presentations are limited to 2 minutes.

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

1. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: 1 case.

Pursuant to Government Code § 54956.9(e)(2), the case is identified as: potential contract claim by Ward Allen.

Reporting of Action(s) Taken in Closed Session

Chairperson Rocco

1. Open Session reconvened at 1:45 P.M.
2. Report on closed session items
 - A. Advise was received from Legal counsel and direction was given.
No action was taken

F. Business, Action Items:

1. First Interim Budget 2016-17
HCCTS 2016/2017 First Interim budget report will be presented for review and approval. Murdock Smith

Approved as Presented:

Motion: Doyle Radford
Second: Rick Jones
Absent: Matt Powers
Sonja Cameron

Vote: Motion Carries

- G. Adjournment:** Meeting was adjourned at 2:00 P.M.