

# Highlands Community Charter and Technical Schools

## Board Meeting Minutes

1333 Grand Ave. , Sacramento, CA 95821

November 3, 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 of Directors**

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

## **Corporate Staff/Legal Counsel**

Ward Allen, Murdock Smith, Tom Cregger

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## **Minutes**

**DATE & TIME:** **Thursday, November 3, 2016 @ 3:00 p.m.**

**LOCATION:** 1333 Grand Ave., Sacramento, CA 95838, Board Room A-2  
916-844-2283

**A. Call to Order & Roll Call:** Chairperson Sharon Rocco called the meeting to order at 3:10 p.m.

Trustees Present: Sharon Rocco, Matt Powers, Ricky Jones, Doyle Radford, Sonja Cameron

**B. Adoption of Agenda:**

**Approved** as Presented

Motion: Sonja Cameron

Second: Doyle Radford

**Vote: Unanimous**

**C. Flag Salute Lead by:** Matt Powers, Doyle Radford and 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 within the board's subject matter jurisdiction. At this point on the agenda, an opportunity is provided for any individual or representative of a group to make statements to the board regarding any item(s) not listed on the agenda. The board, by law, may not take action on an item introduced during this portion of the agenda. These presentations are limited to 2 minutes, and total time allotted to non-agenda items will not exceed (20) twenty minutes.

1. Questions were taken from the audience regarding the topic of when community members may speak. Chairperson Rocco explained the public testimony at regular meetings section 54954.3: The public may comment on agenda items before or during consideration by the legislative body on any item.

**E. Closed Session**

1. Personnel Matter Govt. Code § 54957(b)(1) - Public Employee Discipline/Dismissal/Release
2. Anticipated Litigation Gov't. Code § 54956.9(b)(1)(3)(A)

Open Session reconvened at 4:03 P.M.

1. Report on closed session items:  
Information was received from Legal Counsel and direction was given on both items.  
**No action was taken**

**F. Business, Action Items:**

1. College Readiness Block Grant Jacob Walker  
Recommendation to Ratify the College Readiness Block Grant  
A motion was made to bring this back to the next meeting with additional information.  
**Approved:**  
Motion: Sonja Cameron  
Second: Doyle Radford  
**Vote: Motion carries**

2. Early College High School Program Jacob Walker  
Recommendation to approve this program  
A motion was made to carry this item over to next month  
**Approved:**  
Motion: Sonja Cameron  
Second: Doyle Radford  
Opposed: Rick Jones  
Ayes: Sharon Rocco, Matt Powers,  
**Vote: Motion carries**

3. Amendment of bylaws regarding designation of corporate officers Tom Cregger  
Proposed amendment of the bylaws designating the corporate officers.  
**Approved as Presented:**  
Motion: Sonja Cameron  
Second: Doyle Radford  
**Vote: Motion carries**

4. Development of proposed amendment of charter to allow for limited admission of high school graduates into CTE program  
Vote to develop a proposed charter amendment to allow for limited admission of high school graduates into CTE program.  
Motion: Sonja Cameron  
Second: Doyle Radford  
**Vote: Motion carries**

Tom Cregger/Jacob Walker

5. Approval of proposed policy regarding board members' involvement with other education providers.

The recommendation to approve the proposed policy on board members accepting or acting in positions of responsibility for other education providers. Tom Cregger

**Approved:** A motion was made to remove this item from action items and change it to a discussion item:

Motion: Sonja Cameron

Second: Doyle Radford

**Vote: Motion carries**

## G. Adoption of Minutes

1. October 6, 2016

Sharon Rocco

**Approved** to adopt with the discussed amendments

Motion: Matt Powers

Second: Doyle Radford

Ayes: Sharon Rocco and Rick Jones

Abstain: Sonja Cameron – was not present for the October meeting.

**Vote: Motion carries**

## H. Unfinished Business, Information, and Discussion

This portion of the meeting is reserved for general discussions within the board in which the board may give direction to staff. Formal motions, action and resolutions may also be voted on during this portion of the meeting.

1. Discussion of Board and Staff Communication/Relationship

Sharon Rocco

Clarification of Staff Understanding of the Board role.

Direction was given by Ms. Rocco that communication needs to be improved.

Announcements:

- a. HCCTS has begun advertising with Consent Content and CAIR academy.
- b. Mexican consulate has donated 400 books.
- c. Sharif Jewelers donated \$1,000.
- d. Salam Mosque has begun advertising to their students.

## I. Reports/Communications

1. General Report by Executive Director

Murdock Smith

Announcements:

- a. HCCTS will be changing from Buckmaster to Ray Morgan Company.
- b. Alhambra bottled water will be placed at every site
- c. A new Employee Handbook will be presented at the next board meeting.
- d. Average Daily Attendance as of October 27, 2016 was 957.
- e. The play care center at the Grand Ave. site will move from D-1 to Building K.

- f. HCCTS now consists of 22 sites: Grand Ave, Mather, Maple, Asian Resources-North, Asian Resources - South, Asian Resources - Alhambra, St. Matthews, McClellan, Lao Family -Dom Way, St. John's, Food Bank, Urban League, St. Peter's, Shores of Hope, West Capitol Courtyard, Collins Teen Center, St. Rose, Grove Ave. Sacramento Housing Redevelopment Agency, Faith Legacy, Our Lady of Guadalupe and Bach Viet.
- g. Five hubs are Grand Ave., Mather, St. Rose, Our Lady of Guadalupe, and West Sacramento, (Collins Teen Center, Shores of Hope and the West Capitol Courtyard).

**J. Board Comment**

There were no Board comments

Sharon Rocco

**K. Next Meeting:** Regular Board Meeting scheduled for December 1, 2016

**L. Adjournment**

Sharon Rocco adjourned the meeting at 5:58 P.M.