



# HIGHLANDS

COMMUNITY CHARTER SCHOOL

## ***Board Members***

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

## ***Executive Director/Legal Counsel***

Murdock Smith, Tom Cregger

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## **Agenda**

**DATE & TIME:** **Thursday, April 6, 2017 @ 3:00 p.m.**

**LOCATION:** 1333 Grand Ave., Sacramento, CA 95838, Location Change, Classroom A-2  
916-844-2283

### **A. Call to Order & Roll Call**

### **B. Adoption of Agenda**

This is an opportunity for the Board to adjust the order of, or remove agenda items.

### **C. Flag Salute**

### **D. Closed Session: 3:10 to 3:30 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-EXISTING LITIGATION -1 item

1. Cal. Govt. Code § 54956.9 (d)(1), (h). Name of case: Ongoing FPPC investigation.

### **E. Reporting of Action(s) Taken in Closed Session**

Report on closed session items

Chairperson Rocco

### **F. 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 items not listed on the agenda. Interested persons must submit a request, which are available in a card form. 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.

### **G. Business, Action Items:**

Prior to consideration of the Business, Action Items, anyone may address the board regarding any item that is on the agenda for said items. 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.

1. Annual Organizational meeting to select Corporate officers Sharon Rocco  
Election of Corporate officers
  - a. President and/or Chairperson of the Board
  - b. Treasurer
  - c. Secretary
  
2. Institute a vehicle allowance for the Executive Director Matt Powers/Veronica King  
The Board approves a vehicle allowance for an Executive Director
  
3. Consideration of a policy for HCCTS as a Safe Haven for students.  
Request the Board approve the new policy for a Safe Haven school

## H. Adoption of Minutes

1. Regular Board Meeting March 13, 2017 Sharon Rocco  
Request the Board approve the Minutes of March 13, 2017
  
2. Revised Board Minutes of 9-01-2016  
Request the Board approve the revised Board meeting minutes of September 1, 2016

## I. 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. Prior to the this portion of the Board Meeting, anyone may address the board regarding any item that is on the agenda for this portion.. 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.

1. Status of FCMAT Audit Murdock Smith  
Update on the progress of the audit.
  
2. Report on status of new positions: Murdock Smith  
Request the Board approve the job descriptions and salary schedules.
  - a. Coordinator of English Language Development
  - b. Coordinator of Business Services
  - c. Creation of Chief Operating Officer position, and related changes to board structure

## J. Reports/Communications

Prior to the this portion of the Board Meeting, anyone may address the board regarding any item that is on the agenda for this portion. 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.

1. General Report by Executive Director Murdock Smith

a. Independent Study Charter School

Update on the search for an authorizing agent for an independent study charter school.

Murdock Smith

2. Report by Human Resources

Veronica King

a. Update on the revisions to new employee handbook.

b. Introduction of new employees:

Jermaine Sullivan – Teacher ELD - Mather  
Rick Secrist – Teacher – Our Lady of Guadalupe  
Salma Anwar – Para Educator

**K. Board Comment**

Sharon Rocco

**L. Next Meeting:** May 4, 2017

**M. Adjournment**