



HIGHLANDS
COMMUNITY CHARTER SCHOOL



Board Members

Ernie Daniels, Corporate President, Doyle Radford, Vice-President,
Matt Powers, Corporate Secretary, Sharon Rocco, Ricky Jones, Sonja Cameron,
Kevin Ferreira, Lauren Mistretta, Sondra Betancourt, LEA
Executive Director/Legal Counsel
Murdock Smith, Tom Cregger

BOARD MEETING AGENDA

DATE & TIME: **Thursday, October 4, 2018 @ 3:00 PM**
LOCATION: 1333 Grand Ave., Sacramento, CA 95838, Building A2
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. Announcement of Closed Session Items

1. Public Employee Performance Evaluation Govt. Code § 54957(b)(1)
Title: Executive Director

E. Opportunity for Public to Address Board on Closed Session Items

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.

F. Closed Session

G. 3:30 PM Reconvene

H. Announcement of Action(s) Taken During Closed Session

I. Reports

1. Executive Director

J. 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 not listed on the agenda. Interested persons must submit a request, which is available in card form. These presentations are limited to 2 minutes, and total time allotted will not exceed (20) twenty minutes.

K. Action Items

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

1. Approval of Executive Director contract, to include determination of compensation, and any revision proposed by the Board.
Approve the Executive Director's Contract. **Contact person: Murdock Smith, telephone number (916) 844-2283.**
2. Approve the Revised Board Calendar
A second board meeting was added to the month of June 2019. It is needed for LCAP and Budget purposes. The Executive Director recommends approval. **Contact person: Natasha Lutsik, telephone number (916) 844-2283. Attachment.**
3. Approve the Classified Salary Schedule
Approve the Classified Salary Schedule. The Executive Director recommends approval. **Contact person: Veronica King, telephone number (916) 844-2283. Attachment.**

L. 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 to be removed from the agenda, there will be no discussion of these items prior to the Board voting on them. The Executive Director recommends approval of all consent agenda items.

Adoption of Job Descriptions

The Executive Director recommends approval of job descriptions. **Contact person: Veronica King, telephone number (916) 844-2283. Attachment.**

1. Career Services Supervisor
2. Business Services Supervisor
3. Professional Learning Coordinator
4. Special Projects Coordinator
5. Data Analyst/Compliance Officer

M. Information for Discussion

1. 2018-19 Employee Handbook
The employee handbook has been revised and is being presented to the Board as information for discussion. The Board will review the employee handbook currently utilized by Highlands and the revised version with track changes. **Contact person: Veronica King, telephone number (916) 844-2283. Attachment.**

N. Board Comments

O. Next Meeting: November 1, 2018 at 3:00 pm

P. Adjournment

Note: If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Executive Director, at least 24 hours before the scheduled board meeting, [Govt. Code §54954.2] [Americans with Disabilities Act of 1990, §202.] The Executive Director can be reached at (916) 844-2283.

The agenda is posted and attachments are made available for public review at the main campus located at 1333 Grand Ave., Sacramento, CA. If you need a copy of the agenda or any attachments please contact Natasha Lutsik at (916) 844-2283.