



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, November 1, 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. Approve the Motto, Vision and Mission of Highlands

Approve the Motto, Vision and Mission of Highlands. The Executive Director recommends approval. **Contact person: Katrina Tupper, telephone number (916) 844-2283. Attachment.**

2. Approve the Employee Handbook

Approve the Employee Handbook. 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 Minutes

Copies of the minutes of each regular or special meeting of the Board of Directors shall be distributed to Board members with the agenda for the next regular meeting, or as soon as reasonably possible. **Contact person: Natasha Lutsik, telephone number (916) 844-2283. Attachment.**

1. Regular Board Meeting September 6, 2018
2. Regular Board Meeting October 4, 2018

Adoption of Revised Fiscal Policies

These policies were previously adopted and are brought back before the Board of Directors to approve revisions to the policies. **Contact person: Niccole Scrogins, telephone number (916) 844-2283.**

3. Banking Policy
4. Budgeting and Cash Flow Policy
5. Cash/Check Handling Policy
6. Debt Management Policy
7. Fixed Asset Policy
8. Purchasing Policy
9. Travel and Expense Reimbursement Policy
10. Use of Charter School Funds for Students

M. Board Comments

N. Next Meeting: December 6, 2018 at 3:00 pm

O. 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.