

Highland Academy Charter School

Board of Directors Meeting

March 17, 2017

1. Call to Order- *The President of the Board will call the meeting to order.*

Time 7:07 AM

Attendees: Kevin Lisboa – Board Secretary _____
Leslie Hosey – Board Member _____
Scott Whitlatch – Board Member _____
Brent Bishop – School Director _____
Billy McIntosh – Assistant Director _____
Nerni Miller – Board President _____

A quorum was X established ___ not established

2. Public Testimony-

During meetings of the Governing Board (Board), members of the audience have an opportunity to speak regarding subjects or concerns that appear, or do not appear, on the agenda. The Board President reserves the right to limit speaking time to three (3) minutes. Unless the item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken. The Board may acknowledge receipt of the information, or refer the matter to staff with no direction as to action or priority.

It is suggested that anyone wishing to speak to the Board arrive a few minutes prior to the start of the meeting and to fill out a form "Request to Address the Board" located at the back of the boardroom. The form is submitted to the Secretary of the Board.

Individuals, who require disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting, should contact the Secretary of the Board in writing. Notification 48 hours prior to the meeting will enable the Board to make reasonable arrangements to ensure accessibility to the meeting.

Speakers and Topics:

 No public testimony

3. Discussion Items:

3.1- Receive a report on Attendance and Enrollment from Billy McIntosh
 Enrollment: Avg 285; ADA: 97.4% (Average Daily Attendance) _____
 Couple new students in 6th grade and one in 7th grade

3.2- Receive a report on current Financial Data from Charter Impact

___ Spencer / Dawn reviewed financials. _____
___ Revenue is 113k over expected budget (Great news) _____
___ Target is to end year with surplus of 15k
___ Ending Fund balance of 238k
Still on track to pay back SELPA fees per financial plan _____

3.3- Receive a report on the Charter Renewal Process (Brent Bishop)

___ Application was submitted. Renewal hearing occurred a couple weeks ago. Answer on renewal expected back on April 11th. _____

___ Board assistance required. District would like two Board Members to meet with school leaders March 31...7:30 AM. (Nernie and Kevin will attend.) There may be forthcoming details on what the Board may need to prepare to speak to. ___ Those details will be forthcoming from Brent when he circles back with school district.

___ Letters of intent have been received from all staff with two exception on returning next year.

3.4 Receive a report on Open Enrollment (Brent Bishop)

___ 340 Enrollment for next year. That caps growth for school growth. ___ OE began on March 1st to general public for next year. Looking at lottery for all grades going into next year (grades 1-8).

Advertised through social media. Open enrollment through month of March (1-31). If more applications are received than seats, school follows state mandatory open lottery. Students of staff and siblings of existing students do receive preference in acceptance based on existing state laws/policies. School hosts "parent information meetings" to help orient families to the process. Charter schools cannot hand pick students – against law and unethical.

3.5- Review of Minutes from Previous Meeting

___ No updates needed _____

4. Consent Agenda: *This section is for voting on and approving/denying any propositions before the Board. Each action must be moved upon, seconded, voted upon, and have time allowed for questions, comments, or corrections.*

4.1 Recommend approving minutes from previous meeting.

Motion ___ Scott _____ Second ___ Leslie _____

Corrections: _____

___ Secretary will abstain from all meeting minutes approval as he is the author of the document.

Vote: ___ Aye _3_ No ___ Abstain _1_ Opposed

Action: X Approved ___ Denied ___ Tabled

4.2 Recommend approving Audit Contract with VLS.

Motion ___ Kevin _____ Second ___ Scott _____

Corrections: _____

___ Note: Advisible to change the audit team members every three years as matter of best practice.

Or change Audit provider. _____

Vote: 4 Aye ___ No ___ Abstain ___ Opposed

Action: X Approved ___ Denied ___ Tabled

4.3 Recommend approving Uniform Complaint Procedure (Brent Bishop).

Motion ___ Scott _____ Second ___ Leslie _____

Corrections: _____

___ Note: Clarifies the appeal/escalation process when parents have concerns about uniform and are not satisfied with the school's initial direction. Dcouemtn was written and reviewed by Legal Counsel _____

Vote: 4 Aye ___ No ___ Abstain ___ Opposed

Action: X Approved ___ Denied ___ Tabled

4.4 Recommend approving 2017-2018 Academic Calendar (Brent Bishop).

Motion ___ Scott _____ Second ___ Kevin _____

Corrections: _____

___ Note: HACS follows BUSD calendar. _____

Vote: 4 Aye ___ No ___ Abstain ___ Opposed

Action: X Approved ___ Denied ___ Tabled

5.. Employee, Directors, and Program Director Report

President Nerni Miller: _____

Brooke Horspool (CFO) : _____

Board Secretary Kevin Lisboa: _____

____ Sports/Athletics: Raised inquiry to improve use of other school gyms/facilities so kids do not have to use the parking lot for sports (basketball/volleyball/etc.) _____

_____ There are other local facilities, but those can be expensive. _____

Board Member Scott Whitlatch: _____

Board Member Leslie Hosey: _____

Brent Bishop, Executive Director: _____

____ 1) Basketball team finished up – Girls took 3rd. Boys took 1st place (10-1)

2) Pep Rally was held at HACS. Good experience all around. Staff beat the students by one point!

3) Spring Break next week

4) Archery Team –First meet last Saturday and won all matches in competition! Another meeting on Saturday in Fontana

5) _____

Billy McIntosh, Assistant Director: _____

6. Adjournment of Meeting – 7:45 AM

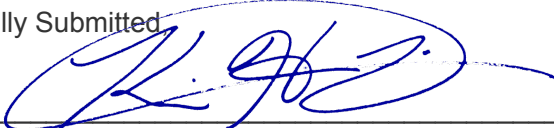
Motion _____ Scott _____ Second _Lesli _____

Vote: __4_ Aye _____ No _____ Abstain _____ Opposed

Date and Location of Next Meeting:

_April 14th @ 7:00 AM; May 12th @ 7:00 AM. June 9th @ 7:00 (June is tentative depending on school activities. July is off; resume in August.

Respectfully Submitted



Kevin Lisboa

Secretary, Board of Directors

March 18, 2017

Date