Harvest Ridge Schools
Board of Directors Meeting Minutes December 3, 2020
Open to the Public

Harvest Ridge Cooperative Charter School
9050 Old State Hwy, Newcastle, CA 95658

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors ("Board") and employees of Harvest Ridge Cooperative Charter School shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

Join Zoom Meeting
https://us02web.zoom.us/j/82517517377?pwd=VXIoVWlUTk9DWTE4dHg3ZkNyN0VJZz09
Meeting ID: 825 1751 7377
Passcode: 023189
One tap mobile
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Meeting ID: 825 1751 7377
Find your local number: https://us02web.zoom.us/u/kbpx6Ck9JB

Members of the public who wish to comment during the Board meeting may use the "raise hand" tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

Access to Board Materials: A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on Harvest Ridge website at https://www.harvestridgeschool.org/board-meetings--agendas.html along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (530) 908-4431. All efforts will be

made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

Meeting Facilitator: Tim Lock, Board Chairperson

5:30pm OPEN SESSION

1. **Call to Order 5:34 pm**

2. **Roll Call and Establishment of a Quorum:Tim Lock, Jason Couch, Ardelle Seely, Angela Jones and Elena Gagnie**

3. **FROM THE GENERAL PUBLIC** - *It is the policy and practice of the Board of Harvest Ridge Schools to encourage public attendance and participation at its meeting. This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board regarding matters not on the agenda, but within the Board's subject matter jurisdiction, and is limited to 3 minutes per individual. The Board is not allowed to take action on any item that is not on the agenda except as authorized by Government Code Section 54954.2.*

4. **Reports And Communication**
   - **4.1. PTO Report: Thank you for pie for all the staff and students.**
   - **4.2. Staff Report:**
     - **4.2.1. Classroom: None**
     - **4.2.2. Home Study: Kids are enjoying the activities via zoom. Cooking class, Stem Class and a Virtual Field Trip.**
   - **4.3. Director's Report**
     - **4.3.1. Safety/Risk Management Update: Committee to review and update plan will have two parents, one staff member and one Board member.**
     - **4.3.2. COVID-19 Updates: Governor's Orders does not affect schools already open. Possible face covering requirements may change for K-2, and it may become a requirement and not just a recommendation for them.**
   - **4.4. Enrollment**

HRCCS	Home Study	Total
100	79	179

   - **4.5. Discipline**

Suspensions	Expulsions
0	0

   - **4.6. Budget Report**
     - **4.6.1. Current Financial Statement**

5. **ACTION ITEMS – CONSENT AGENDA: Tim Lock called for a motion. Jason Couch Moved, Ardelle Seely seconded. All Approved. Motion carries**

All actions listed under the Consent Agenda are considered to be routine, and will be enacted by one motion followed by a vote. There will be no separate discussion of these items unless a member of the Board requests that a specific item be removed from Consent Agenda, and discussed. Such items will be considered separately in the order in which they appear on the agenda.

5.1. Approval for Bill Warrants November 2020

5.2. Board Minutes – request to approve Board minutes for the following:

5.2.1. November 5, 2020

5.2.2. November 30, 2020

5.3. Approval of Resignation for Board Member Tim Lock

Jason Couch moved to approve. Ardelle Seely seconded. All Approved. Motion carries.

6. ACTION ITEMS – REGULAR AGENDA

Protocol for action items includes a staff presentation/overview, questions from the Board, public input, closing of public input, deliberation and voting by the Board. During public input, there will be a time limit per person, normally 3 minutes, set by the Board Chairperson.

6.1. Approval of Updates to HRCCS Employee Handbook: Tim Lock called for a motion. Elena Gagnie moved, Angela Jones seconded. All Approved. Motion Carries

Harvest Ridge updates their employee handbook periodically with input from legal counsel Young, Minney & Corr. These updates represent changes in mandated policies and state requirements, as well as operational procedures and best practices for employment.

Elena Gagnie moved to approve. Angela Jones seconded. All Approved. Motion Carries.

6.2. Approval of Updates to HRS Board of Directors Governance Handbook

Updates from the Board Workshop on November 30th will be discussed & reviewed for approval.

No Action Taken. Handbook revisions will be brought back to the January meeting for review and approval.

7. CONSIDERATION OF: DISCUSSION/ACTION/INFORMATION ITEMS

7.1. Next steps to fill the Board vacancy for Tim Lock (term ends August 2021): Advertise right away, and include homeschool parents as well for applicants.

8. UPCOMING AGENDA ITEMS

8.1. Safety Plan Review

8.2. Charter Renewal Petition with NESD

8.3. School Accountability Report Card.

8.4. Final Audit Report 2019-20

9. Meeting Adjourned: 6:38pm

Future Meeting Dates: *5:30 pm Open Session-* 1/7/21, 2/4/21, 3/4/21, 4/8/21, 5/6/21, 6/10/21, 8/5/21.

Harvest Ridge Schools Board meetings will normally be held the first Thursday of the month, August – June. Special Meetings may be called at any time with proper notice.

Accessing Board Documents - *All Board documents can be accessed on the website at https://www.harvestridgeschool.org/board-meetings--agendas.html or you can view them at the school office.*

Accommodating Those Individuals with Special Needs – *In compliance with the Americans with Disabilities Act, Harvest Ridge Schools encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact our office well in advance of the regular meeting you wish to attend so that we may make every reasonable effort to accommodate you.*

Minutes Prepared by

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Michelle Highsmith

Approved by the Board of Directors on January 7, 2021

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Board Secretary