

**SPECIAL MEETING**  
**BOARD OF DIRECTORS**  
**COMMUNITY HARVEST CHARTER SCHOOLS**

**Room 11**  
**5300 Sepulveda Blvd., Sherman Oaks, CA 91411**

**February 4, 2012**  
**9:00 AM.**

**INSTRUCTIONS FOR PRESENTATIONS TO  
THE BOARD BY PARENTS AND CITIZENS**

Community Harvest Charter Schools ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 5300 Sepulveda Boulevard, Sherman Oaks, CA 91411.

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by the Board Chair at \_\_\_\_\_.

**B. ROLL CALL**

	Present	Absent
Joseline Cubas	_____	_____
Tamela Ford	_____	_____
Gipson Lyles	_____	_____
Jaime Maldonado	_____	_____
Samuel Young	_____	_____

**II. COMMUNICATIONS**

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

B. FOR INFORMATION: Directors Report

This is a presentation of school activities and actions which have occurred since the previous Board Meeting.

**III. ITEMS SCHEDULED FOR ACTION**

**A. OPERATIONS**

1. Renewal Petition

The Board shall approve the designation of the lead petitioners, Co-Directors and On-site Financial Manager for the purpose of completing the renewal petition.

The Board shall authorize the lead petitioners to submit the final draft of the renewal petition.

**B. BUSINESS**

1. Financial Update

The Board shall review and approve Community Harvest Charter Schools' (CHCS) financial statements (Re: Balance sheet and Income statement) for the period ending December 31, 2011.

2. Board Minutes

The Board shall approve the Board minutes for the October 29, 2011 and December 10, 2011 meetings.

**V. ADJOURNMENT**

The meeting was adjourned at \_\_\_\_\_.