

**REGULAR SESSION OF THE GOVERNING BOARD**  
**ADOPTED MINUTES\***

DATE: Thursday, December 15, 2011

MEETING PLACE: Horizon Board Rooms  
2800 Nicolaus Road, Suite 100  
Lincoln, California

**1. MEETING CALLED TO ORDER AT 4:00 P.M. BY ANGELA HENNING**

1.01 Pledge of Allegiance

**2. ROLL CALL:**

- Education/Community Representative: Sandra Frame, President ABSENT
- Parent Representative: Angela Henning, Vice President Present
- Parent Representative: Andrea Rynberk Present
- Business/Community Representative: Cynthia Moore Present
- Parent Representative WPUSD: Carmen Del Prado Present
- Parent Representative: Carmen Oates Present
- Parent Representative: Frank Kavenik Present

A quorum was established with six (6) members present

**3. STUDENT PRESENTATION**

None

**4. ADJOURN TO CLOSED SESSION**

4.01 Public Employee Personnel: Appointment, employment, evaluation of performance, discipline or dismissal of public employee (Government Code Section 54957)

**5. ADJOURN TO OPEN SESSION**

**6. MEETING RE-CONVENED**

**7. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY**

7.01 Public Employee Personnel: Appointment, employment, evaluation of performance, discipline or dismissal of public employee (Government Code Section 54957)  
VP Angela Henning reported no action taken

**8. CONSIDERATION OF CONSENT AGENDA**

Items on the Consent Agenda are considered routine and/or are deemed to be consistent with the item adopted Board Policies and carry the recommendation of the Administration. The Consent Agenda may be enacted by one motion with a Roll Call vote. There will be no separate discussion of the items unless a trustee or citizen so requests, in which case the designated item(s) will be considered following approval of the remaining items.

8.01 Chief Business Officer

- a. Approve Purchase Orders over \$50,000

8.02 Chief Executive Officer

- a. Motion to adopt the Agenda and Approve the Consent Agenda

Roll Call Vote:

	Aye	No	Abstain	Absent
Sandra Frame	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Andrea Rynberk	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cynthia Moore	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Henning	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carmen Del Prado	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carmen Oates	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frank Kavenik	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motion Passed				

**9. COMMUNICATION FROM THE PUBLIC**

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Governing Board regarding matters not on the Agenda but within the Governing Board’s subject matter jurisdiction. The Governing 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.  
None

**10. COMMUNICATION FROM THE BARGAINING UNITS**

10.01 Horizon Certificated Employees Association

HCEA Representative Linda Frank gave the following statement:

“We are pleased with the direction Horizon Charter Schools is heading under our new leadership.

HCEA is also pleased that the Student / Parent Handbooks have been updated and provided to teachers to distribute. We believe that this communication will make it easier of our students and families to understand the many options that Horizons has to offer and therefore increasing the academic support for our students.

We are excited about the progress of the Intervention Program and the support those teachers are providing in Math, English and CAHSEE preparation.

The Virtual Learning Instruction Program (VLI) seems to be much improved in supporting students as compared to the previous SMS program, however appropriately compensating VLI teachers needs to be examined.

HCEA site teachers have been asked to collaborate with Horizon Charter Schools in a committee and they are eager to get involved helping to problem solve various issues. We appreciate this opportunity to problem solve together.

We look forward to continued collaboration and the creation of additional committees as need be to improve Horizon Charter Schools.”

10.02 California School Employees Association

CSEA President Diana Bull stated CSEA was pleased with the direction that our new leadership was taking HCS and that they looked forward to working in collaboration to help solve any upcoming issues.

**11. COMMUNICATION FROM THE ADMINISTRATION**

11.01 Chief Executive Officer

CEO Craig Heimbichner reported:

- HCS is advertising to increase enrollment
- Some students who had left are returning

- CEO has met with Margaret Fortune
  - Possible sharing of Grant Writer
  - She is impressed with HCS
  - Exploring options to work together for professional development
- Website
  - HCS pursuing a new website as soon as possible
  - The Education Technology position is being reinstated
- HCS will be more involved on both Facebook and Twitter
- A survey was sent to all staff for input prior to the reconvening of the BAC
- A Benchmark Task Force is being developed
- A one-day retreat is being planned for Leadership using the book “Creating Magic”

11.02 Chief Business Officer

CBO Cliff Bautista and Thom Gilbert from Gilbert and Associates presented the 2010-2011 Audit Reports

CBO Cliff Bautista reported:

- Thanks to Yvonne Allen and Tracy DeFiesta-Julian for all their hard work, especially with two schools and double the work for audits
- California Charter Schools Association is recommending the closure of four (4) charter schools
- Sacramento Business Journal states it is difficult to get sites for charter schools
- Enrollment in not going well; HCS is losing independent study students
- P1 came in at 2,785, 200 students short of projected; this is about 1.4 million dollars
- We are sharing information with Vision; they have grown about 1,000 while HCS has declined
- We are currently overstaffed for current enrollment

**12. ENDS**

12.01 ENDS Policy 1.1 c: History

CEO Craig Heimbichner presented his report and led discussion regarding ENDS Policy 1.1 c: History

Motion by Carmen Del Prado to accept the report as reasonable interpretation and providing sufficient data and results

Second by Carmen Oates

Ayes 6

Noes 0

Absent 1

Abstain 0

**Motion Passed**

**13. EXECUTIVE LIMITATIONS**

13.01 Policy 2.0: Global Executive Constraints

CEO Craig Heimbichner presented his report and led discussion regarding Executive Limitations Policy 2.0: Global Executive Constraints

Motion by Andrea Rynberk to accept the report as reasonable interpretation and providing sufficient data and results

Second by Carmen Oates

Ayes 6  
Noes 0  
Absent 1  
Abstain 0

**Motion Passed**

13.02 Policy 2.3: Financial Condition and Activities

CBO Cliff Bautista presented his report and led discussion regarding Executive Limitations Policy 2.3: Financial Condition and Activities

Motion by Cynthia Moore to accept the report as reasonable interpretation and providing sufficient data and results

Second by Andrea Rynberk

Ayes 6  
Noes 0  
Absent 1  
Abstain 0

**Motion Passed**

13.03 Policy 2.6: Asset Protection

CBO Cliff Bautista presented his report and led discussion regarding Executive Limitations Policy 2.6: Asset Protection

Motion by Cynthia Moore to accept the report as reasonable interpretation and providing sufficient data and results

Second by Carmen Oates

Ayes 6  
Noes 0  
Absent 1  
Abstain 0

**Motion Passed**

**14. BOARD SELF-EVALUATION**

Board Member Cynthia Moore reported the Board was positive and professional

**15. BOARD MEMBER COMMENTS**

None

**16. ESTABLISHMENT OF FUTURE MEETINGS AND AGENDA TOPICS**

16.01 January 19, 2012

a. Policy 1.1 d: Science

**17. APPROVAL OF MINUTES**

Postponed

**18. ADJOURNMENT AT 6:26 P.M. BY ANGELA HENNING**

The Governing Board may be reached via **e-mail** at: horizonboard@hcs.k12.ca.us  
Via **U.S. Mail** at: Horizon Governing Board, P.O. Box 489000, Lincoln CA 95648  
Or by leaving a message with the **Board Secretary**, at 916-408-5252 or 1-800-338-8003 ext 5252

\*Please note: items on the agenda may not be addressed in the order they are agendized.  
The Board may alter the order at their discretion.