

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

DATE: Thursday, November 15, 2012  
MEETING PLACE: Horizon Board Rooms  
2800 Nicolaus Road, Suite 100  
Lincoln, California

**1. MEETING CALLED TO ORDER BY SANDRA FRAME AT 4:00 P.M.**

1.01 Pledge of Allegiance

**2. ROLL CALL:**

Education/Community Representative: Sandra Frame, President PRESENT

Parent Representative: Angela Henning, Vice President PRESENT (absent after 11.03 due to lateness because of the lengthy closed session)

Parent Representative: Andrea Rynberk PRESENT

Business/Community Representative: Cynthia Moore PRESENT

Parent Representative WPUSD: Carmen Del Prado PRESENT

Parent Representative: Carmen Oates PRESENT (absent after 11.03 due to lateness because of the lengthy closed session)

Parent Representative: Frank Kavenik PRESENT

A quorum was established with seven (7) members present

**3. STUDENT PRESENTATION**

Supervising Teacher Eric Johnson introduced his student, Horizon Senior Russell Wygand. Russell Wygand played the clarinet. He is active in many outside orchestra and band opportunities and Horizon allows him to pursue his passion for music. Russell's grandmother, his homeschool teacher, honored Horizon and Russell's ST, Eric Johnson for providing him the opportunity to grow educationally and musically.

**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)

4.02 Conference with Legal Counsel - Anticipated Litigation – Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9

**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)  
No Action Taken

7.02 Conference with Legal Counsel - Anticipated Litigation – Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9  
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. Approval of Minutes for October 18, 2012 Regular Business Meeting
- b. Motion to adopt the Agenda and Approve the Consent Agenda by Cynthia Moore  
Second by Angela Henning

Roll Call Vote:

	Aye	No	Abstain	Absent
Sandra Frame	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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.

- Brandi Waters, parent, asking for reassurance that ALA/Lincoln campus will remain open.
- Laura Daggett, parent, concerns regarding ALA/Lincoln campus.

**10. COMMUNICATION FROM THE BARGAINING UNITS**

10.01 Horizon Certificated Employees Association

HCEA Representative Lizette Sweiven gave the following report:

“November is a time to be thankful. HCEA would like to share what we are thankful for...

The HCEA is thankful for and would like to recognize and appreciate Cynthia Wood for her collaborative leadership by instituting the Program Decision Team. The PDT will gather information on HCS programs and build consensus through discussion. We feel like this new approach will help solve issues facing the school, improve communication, and will derive the best solutions for our school as all stakeholders will be involved in the process. Collaboration, innovation, and communication to all staff will be a focus of the PDT. As administration, certified and classified staff work together, the HCEA believes this will keep Horizon Charter Schools as one of the best in independent study charter schools in California.

The HCEA is thankful for the tenacity, creativity and perseverance of the RAMSE and

ALA teachers during this last month. We are mindful of displaced students and teachers at ALA/RAMSE. The HCEA has provided those teachers with the names and contact

information of experienced in independent study colleagues that volunteered to answer questions and support the ALA/RAMSE teachers in their transition to the new delivery model.

The HCEA is thankful to the students of HCS that inspire us to do our best. We are thankful for the glimmers of perseverance and brilliance that shine among our students and keep their teachers (and parents) passionate and driven about their student's education.

The HCEA is thankful for our classified staff that support us with smiles, encouragement and valued support. We recognize and appreciate their hard work.

The HCEA is thankful for the wisdom and leadership of our administration. We would like to recognize their willingness to be transparent during the current fiscal crisis as well as the recent changes within programs.

And lastly, the HCEA is thankful to our Governing Board for their leadership. We appreciate the positivity and encouragement from the GB. They have shown strong leadership and integrity and for that, the HCEA is very grateful.

We wish you and yours a wonderful holiday filled with warmth and gratitude.”

#### 10.02 California School Employees Association

Horizon's CSEA president submitted the following statement:

“CSEA is very appreciative to be part of the PDT (Program Decision Team). Coming together with the appropriate staff, to collaborate and communicate effectively in making decisions that are in the best interest of students and staff is so important and exciting. We can only get stronger and better.

Respectfully,

CSEA President Diana Bull”

### 11. COMMUNICATION FROM THE ADMINISTRATION

#### 11.01 Chief Executive Officer

CAO Cynthia Wood (in CEO's absence due to illness) reported

- Working with ALA parent and teacher groups

#### 11.02 Chief Academic Officer

CAO Cynthia Wood reported:

- School Quality Snapshot
  - ENDS
    - Educationally driven
  - Mission
    - Parent-driven personalized learning
  - Factors:
    - API, CST, CAHSEE, ELL, Meeting a-g requirements, SAT, State ranking,
    - Horizon and Partners

- Recommendations
  - CAHSEE: Comprehensive preparation
  - Promote a-g required classes to both parents and students
  - Professional development of teachers within subject
  
  - Overall improvement
  - Plan to support staff and parent education
  - Re-evaluate curriculum materials within state standards
  - Convene with subject matter specialty teachers regarding core subjects, in keeping with the Board ENDS
  - Program Decision Team formed to collaboratively work together to improve communication and make advisory decisions to Cabinet for final review and approval then communicate with all staff

11.03 Chief Business Officer

Fiscal Coordinator Yvonne Allen reported for CBO Cliff Bautista:

- Prop 30 passed
  - Funding remains flat
- Audit went well
  - Auditors will hopefully be here for December's Board meeting

**12. ENDS**

12.01 ENDS Policy 1.1c: History

CAO Cynthia Wood presented the report and led discussion regarding Policy 1.1c: History  
 Motion by Andrea Rynberk to accept the report as reasonable interpretation providing sufficient data

Second by Carmen Del Prado

Ayes 5  
 Noes 0  
 Absent 2  
 Abstain 0

Motion passed

12.02 ENDS Policy 1.2: Special Interests and Talents

CAO Cynthia Wood gave a report and led discussion on Policy 1.2: Special Interests and Talents

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

Second by Angela Henning

Ayes 5  
 Noes 0  
 Absent 2  
 Abstain 0

Motion passed

**13. EXECUTIVE LIMITATIONS**

13.01 Executive Limitations Policy 2.7: Compensation and Benefits

CAO Cynthia Wood led discussion regarding the CEO's report on Policy 2.7: Compensation and Benefits

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

Second by Carmen Del Prado

Ayes 5

Noes 0

Absent 2

Abstain 0

Motion passed

13.02 Executive Limitations Policy 2.5: Emergency CEO Succession

CAO Cynthia Wood led discussion regarding the CEO's report on Policy 2.5: Emergency CEO Succession

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

Second by Frank Kavenik

Ayes 5

Noes 0

Absent 2

Abstain 0

Motion passed

**14. BOARD SELF-EVALUATION**

**15. BOARD MEMBER COMMENTS**

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

16.01 December 13, 2012, Regular Business Meeting

a. Executive Limitations Policy 2.0: Global Executive Constraints

b. Executive Limitations Policy 2.3: Financial Condition and Activities

c. Executive Limitations Policy 2.6: Asset Protection

**17. ADJOURNMENT 7:55 P.M. BY SANDRA FRAME**

The Governing Board may be reached via **e-mail** at: [horizonboard@hcs.k12.ca.us](mailto: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.