

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

DATE: Thursday, February 14, 2013
 MEETING PLACE: Horizon Board Rooms
 2800 Nicolaus Road, Suite 100
 Lincoln, California

1. MEETING CALLED TO ORDER AT 3:00 P.M. BY SANDRA FRAME

1.01 Pledge of Allegiance

2. ROLL CALL:

Education/Community Representative: Sandra Frame, President PRESENT
 Parent Representative: Angela Henning, Vice President ABSENT (Arrived at 4:00 pm)
 Parent Representative: Andrea Rynberk PRESENT
 Business/Community Representative: Cynthia Moore PRESENT
 Parent Representative WPUSD: Carmen Del Prado PRESENT
 Parent Representative: Carmen Oates ABSENT (arrived immediately following Item 3)
 Parent Representative: Frank Kavenik PRESENT
 A quorum was established with five (5) members present

3. 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.

- 3.01 Chief Academic Officer/Deputy Superintendent
 - a. Approve Board Policy 13-01: Special Education Services
 - b. Approve Board Policy 13-02: Student Enrollment Restrictions
- 3.02 Chief Business Officer
 - a. Approve Purchase Orders over \$50,000
- 3.03 Chief Executive Officer/Superintendent
 - a. Approval of Minutes for January 17, 2013 Regular Business Meeting
 - b. Approve 2013-2014 School Year Calendar
 - c. Motion by Cynthia Moore to adopt the Agenda and Approve the Consent Agenda
 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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Carmen Del Prado	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carmen Oates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Frank Kavenik	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion Passed

4. 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

5. COMMUNICATION FROM THE BARGAINING UNITS

5.01 Horizon Certificated Employees Association

HCEA Representative Lizette Sweiven presented the following communication:

“February 14, 2013

The HCEA is encouraged by the forward movement of our school. Administration, teachers, and certified staff have been busy servicing our student population to our highest potential. This month our teacher meetings focused on writing achievement. Teachers brought student writing samples to analyze and discuss strategies to make our students better writers. The Elk Grove Campus has been busy getting ready to perform the production of Alice in Wonderland tomorrow morning (February 15th). The Virtual Academy teachers have done a great job of setting up a variety of face-to-face field trips and interactions with the students such as bowling, movies, and senior night.

The HCEA board members have been attending a variety of meetings in order to communicate, collaborate and help make future plans. We want to make public once again, our complete support for the administration of both Craig and Cynthia. Both have been a pleasure to work with. They have gone above and beyond to communicate with us on all matters. We are impressed with their leadership and hard work in making Horizon Charter Schools the most excellent place to work and to educate our students. The HCEA board is pleased to have such a collaborative and positive relationship with our HCS leaders. We also want the Governing Board to know that we are grateful for the vision and leadership of each board member. We know that you lead with integrity and heart. The teachers of Horizon Charter Schools are in full support of our leadership and are happy to call this school our home.”

5.02 California School Employees Association

CSEA Representative Sherry Henderson provided the following statement:

“CSEA and its members would like to thank and recognize the following:

The open, honest, encouraging communication received from Cynthia Wood about the renewal of our charter at the January 24th, 2013, and the support from the Supervisors which allowed for all CSEA members to attend the meeting.

The Governance Board for adjusting the agenda so all parties involved have an opportunity to speak.

All the awesome teachers and staff who help to make HCS a school of excellence.

The families who support and believe in the value and educational choices HCS provides for their children.

The CSEA classified fully supports Craig, Cynthia, and the Governing Board and appreciates their dedication, honesty, and transparency. We look forward to the future and are proud to be part of HCS.

Regards,

The CSEA Classified Employees”

6. COMMUNICATION FROM THE ADMINISTRATION

6.01 Superintendent/Chief Executive Officer

Craig Heimbichner reported:

- Encouraged with charter renewal
 - Working diligently with action plan
 - Lot of interaction with sponsoring district
 - Bringing in outside auditor has built confidence with WPUSD
 - Working with attorney to assist with charter renewal
- Able now to move forward
- Attended Montessori's Open House
- Grateful for the collaboration and cooperation with HCEA and CSEA
- Grateful for Cynthia's leadership
- Fiscal Review will be completed March 8th

6.02 Deputy Superintendent/Chief Academic Officer

Cynthia Wood reported:

- Thankful for the Administration Team, Governing, HCEA, CSEA, and staff at Horizon
- Communication is key to moving forward
- Program Decision Team
 - Progressing well, working cooperatively
 - Personalized Learning Plan
 - Highly Qualified Teacher
 - Encouraging good communication
- Educational Foundation
 - Defining purpose
 - Establishing membership
 - Working on Bylaws
 - Accelerated Learning Academy Funds Balance and Distribution

6.03 Chief Business Officer

CBO Cliff Bautista had no report

7. ENDS

7.01 ENDS Policy 1.1.b.: Mathematics

Cynthia Wood presented her report and led discussion regarding ENDS policy 1.1.b.: Mathematics

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

Second by Carmen Del Prado

Ayes 7

Noes 0

Abstain 0

Absent 0

Motion passed

8. EXECUTIVE LIMITATIONS

8.01 Executive Limitations Policy 2.3: Asset Protection

2012 Audit for Approval

Gilbert and Associates' Auditors presented the 2011-2012 Audit Report, led discussion, and answered the Board's questions

Motion by Cynthia Moore to accept audit as presented

Second by Carmen Oates

Ayes 6

Noes 0

Abstain 0

Absent 1

Motion passed

(Taken out of order to accommodate the Auditors; Angela Henning was not present for this vote, she arrived shortly after this item)

9. ADJOURN TO CLOSED SESSION

9.01 Public Employee Personnel: Appointment, Employment, Evaluation of Performance, Discipline or Dismissal of Public Employee (Government Code Section 54957)

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

a. IT Contract for Review

10. ADJOURN TO OPEN SESSION

11. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

11.01 Public Employee Personnel: Appointment, Employment, Evaluation of Performance, Discipline or Dismissal of Public Employee (Government Code Section 54957)

No Action Taken

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

a. IT Contract for Review

No Action Taken

12. HORIZON CHARTER SCHOOL EDUCATION FOUNDATION

12.01 Board Member Representative Appointment

Motion by Cynthia Moore to re-appoint Carmen Del Prado as the Governing Board representative to the Horizon Charter School Education Foundation

Second by Frank Kavenik

Ayes 7

Noes 0

Abstain 0

Absent 0

Motion passed

12.02 Approval of HCSEF Board Members

Cynthia Wood presented a report and led discussion regarding the Horizon Charter School Education Foundation

Motion by Cynthia Moore to approve the Horizon Charter School Education Foundation Board as presented

Second by Andrea Rynberk

Ayes 7

Noes 0

Abstain 0

Absent 0

Motion passed

13. BOARD SELF-EVALUATION

Carmen Del Prado reported satisfactory performance by the Board and that she was encouraged by new procedures being put into place and looks forward to charter renewal. She is impressed with the teamwork being shown by Horizon leadership.

14. BOARD MEMBER COMMENTS

Cynthia Moore: Thanks to Sandra Frame for being available and for her hard work

15. ESTABLISHMENT OF FUTURE MEETINGS AND AGENDA TOPICS

15.01 March 21, 2013

- a. Regular Business Meeting (4:00 p.m.)
 - ENDS Policy 1.1.d: Science
 - Executive Limitations Policy 2.3: Financial Condition and Activities
- b. For future workshop, Board Training on audit oversight by the Board
To be decided at March Board Meeting

16. ADJOURNMENT AT 6:20 P.M.

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.