



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

DATE: Thursday, June 20, 2013
TIME: 4:00 p.m.
MEETING PLACE: Horizon Board Rooms
2800 Nicolaus Road, Suite 100
Lincoln, California

1. MEETING CALLED TO ORDER AT 4:00 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 PRESENT
Parent Representative: Andrea Rynberk PRESENT
Business/Community Representative: Cynthia Moore PRESENT
Parent Representative WPUSD: Carmen Del Prado PRESENT
Parent Representative: Carmen Oates ABSENT
Parent Representative: Frank Kavenik PRESENT

3. STUDENT PRESENTATION - none

4. ADJOURN TO CLOSED SESSION AT 4:02 P.M.

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

5. ADJOURN TO OPEN SESSION

6. RECONVENED TO OPEN SESSION AT 4:55

7. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION IF ANY

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

No action taken

a. Policy 3.4: Monitoring CEO Performance

No public report

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 Executive Officer/Superintendent

- a. Approval of Minutes for June 11, 2013 Special Business Meeting
- b. Motion by Carmen Del Prado to adopt the Minutes and Approve the Consent Agenda

Second by Andrea Rynberk

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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Frank Kavenik	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

"The HCEA would like to thank Craig, Cynthia, and all staff who worked tirelessly on charter renewal. We are both grateful and relieved that both charters have been renewed. HCS teachers welcome increased board oversight and appreciate Craig and Cynthia's efforts towards transparency and making positive changes. We desire the changes being made to continue to strengthen and support all that we do educationally for our students and parent educators.

The HCEA is looking forward to getting dates scheduled for negotiations; we have had to table all negotiations until charter renewal. Our negotiations team would like to move quickly to come to agreement for the 2013-2014 school year in order to bring closure to the uncertainties that have faced teachers for months now.

Once again, thank you to our governing board members, Craig and Cynthia for all of the time and energy you have put forth with regards to our charter renewal, increased transparency and oversight. Your contributions and sacrifice have not gone unnoticed and are greatly appreciated by our HCEA members."

10.02 California School Employees Association

"The CSEA Classified are very pleased and relieved that our charter has been renewed for another 5 years. We look forward to moving on. A big thank you to Craig and Cynthia for their dedication, and for all the hours they put in behind the scenes to ensure we would indeed have a future. CSEA appreciates the board members, and all the HCS staff members who continued to show their respect, support and confidence in our current administration. It's truly a privilege to work with such remarkable people."

11. **COMMUNICATON FROM THE ADMINISTRATON**

11.01 Chief Executive Officer

- Pleased to announce that both charters have been renewed for five years
- Looking forward to continued collaboration with Western Placer United School District
- Horizon Charter Schools are in good shape budget-wise; looking to increase focus on Professional Development

11.02 Chief Academic Officer

- Admin team working toward master schedules for all Learning Centers for Independent Study students; will be sharing with HCEA on Wednesday
- Beginning policy review
- Working on the August Back to School In-service
- Sandra Frame expressed interest in having a July workshop for policies

11.03 Chief Business Officer

- Ana Mendez, interim CBO, presented a PowerPoint presentation on the State education funding, past and projected funding
- Carmen Del Prado had some questions for Ana on the 2013/2014 adopted budget for Horizon and PaSCL.
- Frank Kavenik commented on our cash reserves
- Cynthia Wood commented that negotiations are ongoing and these budgets are still assumptions at this time
- Sandra Frame concerned about Special Ed reductions

12. EXECUTIVE LIMITATIONS

12.01 Executive Limitations Policy 2.4 Financial Planning and Budgeting

a. Advertising/Marketing: Entercom Radio

Motion was made Cynthia Moore to approve the Entercom Radio Contract
Second by Carmen Del Prado

Ayes 6
Noes 0
Absent 1
Abstain 0

Motion Passed

b. Advertising/Marketing: NetPilot

Motion made by Cynthia Moore to approve the NetPilot Contract
Second by Angela Henning

Ayes 6
Noes 0
Absent 1
Abstain 0

Motion Passed

c. 975 Reserve Drive Lease Extension

This is a 1-year renewal, with no improvements. Carmen Del Prado asked about legal review and permits. Craig noted everything was in place.

Motion made by Cynthia Moore to approve the 975 Reserve Drive Lease
Second by Andrea Rynberk

Ayes 6
Noes 0
Absent 1
Abstain 0

Motion passed

d. Elk Grove Lease Renewal

5-year renewal - Carmen Del Prado asked about legal review and permits. Craig noted everything was in place.

Motion made by Carmen Del Prado to approve the Elk Grove Lease Renewal
Second by Cynthia Moore

Ayes 6
Noes 0
Absent 1

- Abstain 0
Motion Passed
- e. Auburn Creekside Lease Renewal
Craig worked with property manager on the 5-year lease; provisions for expansion included. Craig recommended adoption. Frank noted the location in Auburn is very convenient. Cynthia noted that the expansion costs are spread out over the course of the lease. All tenant improvements are part of the lease. Carmen Del Prado asked for clarity on 1.4 and 1.9 of the lease and also the play area. Craig assured Carmen that it was discussed with owner, and that there are no plans to build there right now. Motion was made by Andrea Rynberk to approve the Auburn Creekside Lease
Second by Angela Henning
Ayes 6
Noes 0
Absent 1
Abstain 0
Motion Passed
- f. Cisco Communications
This was a presentation at a prior GC meeting (to repair and refresh the phone system); a legal review was made. There is, and will be in the future, a legal review of all contracts.
Motion made by Cynthia Moore to approve the Cisco Communications Contract
Second by Andrea Rynberk
Ayes 6
Noes 0
Absent 1
Abstain 0
Motion Passed
- g. OPS for Horizon Charter School
OPS software is what we use for the student instructional fund curriculum ordering, which works in tandem with School Pathways.
Motion made by Andrea Rynberk to approve the Horizon OPS Contract
Second by Cynthia Moore
Ayes 6
Noes 0
Absent 1
Abstain 0
Motion Passed
- h. OPS for Partnerships for Student-Centered Learning
Motion made by Cynthia Moore to approve the Partners OPS Contract
Second by Carmen Del Prado
Ayes 6
Noes 0
Absent 1
Abstain 0
Motion Passed
- i. PCOE – Business and Technology Services Agreement
Craig noted that this is the annual cost for support from the Placer County that, because of time sensitivity, was previously signed by Craig
Motion made by Andrea Rynberk to approve the PCOE Contract
Second by Angela Henning
Ayes 6
Noes 0
Absent 1

- Abstain 0
- Motion Passed
- j. Horizon Charter School Adopted Budget 2013/2014
 - Motion made by Cynthia Moore to approve the Horizon Adopted Budget
 - Second by Andrea Rynberk
 - Ayes 6
 - Noes 0
 - Absent 1
 - Abstain 0
 - Motion Passed
- k. Partnerships for Student-Centered Learning Adopted Budget 2013/2014
 - Motion made by Angela Henning to approve the Partners Budget
 - Second by Carmen Del Prado
 - Ayes 6
 - Noes 0
 - Absent 1
 - Abstain 0
 - Motion Passed

13. ENDS

13.01 Global ENDS

Craig noted that with collaboration from the board, and the addition of the Technical Assistance Agreement, these charters have been renewed with WPUSD

- a. Horizon Charter School Charter Petition
 - Motion made by Andrea Rynberk to accept the Horizon Charter
 - Second by Angela Henning
 - Ayes 6
 - Noes 0
 - Absent 1
 - Abstain 0
 - Motion Passed
- b. Partnerships for Student-Centered Learning Charter Petition
 - Motion made by Angela Henning to accept the Partners Charter
 - Second by Cynthia Moore
 - Ayes 6
 - Noes 0
 - Absent 1
 - Abstain 0
 - Motion Passed

14. BOARD SELF-EVALUATION

This will be Cynthia Moore and Frank Kavenik's last board meeting. Craig thanked Cynthia Moore and Frank Kavenik for their past service to the Governing Board. He noted that they have been wonderful and will be greatly missed

Sandra Frame noted Cynthia's honesty and commitment to the board

Cynthia said she appreciates that the Board has remained positive and diligent through recent issues.

14.01 Policy 4.3 agenda planning

Move to July Workshop

15. COMMENTS FROM THE BOARD

Sandra Frame stated that everybody gave 100% during this charter renewal process. Staff, teachers and parents were all very supportive and ready to move forward. Sandra indicated that

she wishes to remain another two years on the Board. At the next meeting in August, or if the Board meets for a workshop in July, officers will be elected. The Board will begin submitting quarterly reports to WPUSD.

16. ESTABLISHMENT OF FUTURE MEETINGS AND AGENDA TOPICS

16.01 Board Self Evaluation Timeline for August. The Board will hold a special workshop in July to start addressing these policies:

- Policy 3.0: Global Board-Management Connection
- Policy 3.1: Unity of Control
- Policy 3.2: Accountability of CEO
- Policy 3.3: Delegation to CEO
- Policy 4.0: Global Governance Commitment
- Policy 4.1: Governing Style
- Policy 4.2: Board Job Product
- Policy 4.3 Agenda Planning
- Policy 4.4: Board Presidents Role
- Policy 4.5: Board Members' Code of Conduct
- Policy 4.6: Board Committee Principles
- Policy 4.7: Board Committee Structure
- Policy 4.8: Governance Investment
- Policy 13.1 Employment of Relatives

17. ADJOURNMENT AT 6:15 P.M. BY SANDRA FRAME

This agenda was posted at least 72 hours in advance of the meeting at:
Horizon Administration Office, 2800 Nicolaus Road Suite 100, Lincoln, California

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 agenzied.

The Board may alter the order at their discretion.