



REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, August 18, 2016
Meeting Place: Horizon Charter Schools Board Room
2800 Nicolaus Road, #100
Lincoln, CA 95648

REGULAR BUSINESS MEETING 3:00 P.M. START

1. CALL TO ORDER – Horizon Charter Schools Board Room (3:01 p.m.)

PLEDGE OF ALLEGIANCE

ROLL CALL

- Parent Representative: Vacant
- X Parent Representative: Karen Vicari (Vice President)
- X Parent Representative: Andrea Rynberk
- X Parent Representative: Sara Infante
- X Parent Representative: Kimberly Dahlstrom
- X Community Representative: Bob Collins
- X Education/Community Representative: Mary Lou Smith

2. 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. Request cards for this purpose, "Speaker Cards", are located at the entrance to the Board Room. Speaker Cards are to be submitted to the Board Secretary prior to the start of the meeting.

L. Voss spoke appreciatively about the Next Generation Science Standards (NGSS) training that she went to in Reno, Nevada. She enjoyed seeing students from Virtual Learning Instruction (VLI) and Achievement Based Courses (ABC) as well as the various sites, at the Back to School Orientations that she attended for four (4) days. She wanted the Board to know how excited she was to meet these students.

3:10 P.M. (3:06 p.m.)

3. CLOSED SESSION – Superintendent’s Office, 2800 Nicolaus Road, #100, Lincoln, CA

- 3.01 ADMISSION OF EXPELLED STUDENT(S) – (Government Code Section 48918)
JaDene Jones, Director of Operations
- 3.02 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Employment Agreement for Superintendent/Chief Executive Officer: Contract Discussion.
Horizon Charter Schools Governing Board
Paul Thompson, ESQ, Fagen, Friedman and Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.03 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Discussion concerning: Unrepresented Employee: Superintendent/ Chief Executive Officer
Paul Thompson, ESQ, Fagen, Friedman and Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.04 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Consideration of Labor Negotiations
Horizon Certificated Employees Association
Kim Bogard, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.05 CONFERENCE WITH LABOR NEGOTIATORS – (Government Code Section 54957.6)
Consideration of Labor Negotiations
California Schools Employees Association
Kim Bogard, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.06 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
Feasibility Study, Horizon Learning Centers
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.07 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)
Doug N. Freifeld, ESQ, Fagen, Friedman & Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

- 3.08 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)
James Ward, ESQ, Evans, Wieckowski, Ward and Scoffield
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

- 3.09 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)
Kristin Lindgren, Associate – Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

- 3.10 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)
Rebecca P. Feil, ESQ, – Fagen, Friedman & Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

6:00 P.M. (6:05 p.m.)

4. ADJOURN TO OPEN SESSION

The Governing Board will disclose any action taken in Closed Session regarding the following items:

- 4.01 ADMISSION OF EXPELLED STUDENT(S) – (Government Code Section 48918)
JaDene Jones, Director of Operations

Motion by: A. Rynberk to approve Student #1615

Second by: K. Dahlstrom

	Aye	No	Abstain	Absent
Karen Vicari:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Infante:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Collins:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion Carried.

- 4.02 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Employment Agreement for Superintendent/Chief Executive Officer: Contract Discussion.
Horizon Charter Schools Governing Board
Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction given to the Superintendent.

- 4.03 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)
Discussion concerning: Unrepresented Employee: Superintendent/ Chief Executive Officer
Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction given to the Superintendent.

- 4.04 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Consideration of Labor Negotiations
Horizon Certificated Employees Association
Kim Bogard, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

- 4.05 CONFERENCE WITH LABOR NEGOTIATORS – (Government Code Section 54957.6)
Consideration of Labor Negotiations
California Schools Employees Association
Kim Bogard, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

- 4.06 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
Feasibility Study, Horizon Learning Centers
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

- 4.07 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)
Doug N. Freifeld, ESQ, Fagen, Friedman & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

Direction given to the Superintendent.

- 4.08 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)

James Ward, ESQ, Evans, Wieckowski, Ward and Scoffield
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

No action taken.

- 4.09 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)

Kristin Lindgren, Associate – Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

No action taken.

- 4.10 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section 54956.9)

Rebecca P. Feil, ESQ, – Fagen, Friedman & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction Given to the Superintendent.

6:10 P.M.

5. STUDENT PRESENTATIONS

None

6. REPORTS AND COMMUNICATION

- 6.01 Horizon Certificated Employees Association
Statement Attached
- 6.02 California Schools Employees Association
No Statement Submitted
- 6.03 Assistant Superintendent, Business Services/ Chief Business Official – Daniel B. Schuler

D. Schuler spoke to the issue of students transferring from Horizon Charter Schools (HCS) to Partnerships for Student Centered Learning (Partners). When students decide to change from one to the other, the student software, as well as the corresponding bridge to the financial back end, currently treats these transfers as a withdrawal and a new enrollment. Therefore, any information from the previous school, with respect to that student, is not being transferred over to the new.

The audit was finished today. The bottom line actuals appear to be better than they were forecasted in June. We are still waiting to hear back on the preliminary testing that was done on the Average Daily Attendance (ADA). We won't have an indication of these results until the end of next week. We may see an adjustment with respect to ADA. It won't be anything that will change the P2 numbers in total, however, it may change the supplemental dollars for us, should underlying, supporting documentation that maintained the designation for the student to be free or reduced, not be there.

K. Vicari asked if the issue with HCS students moving to Partners is a new issue.

D. Schuler stated that it is not a new issue, but it has become more prevalent with late teacher resignations, which has backed up the process a bit. We are making sure that we have the data with respect to add-on payments.

6.04 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood began by speaking about the recent In-Service which took place on Aug. 9, 2016. This In-Service was the most highly rated by teachers and staff.

This week, the back to school orientations were taking place at the learning centers. One request that has been received and noted was to make sure that we do not schedule the back to school orientations on the same day as the Governing Board meetings.

We will be honoring the former Board President, M. Johnson, with a special plaque commemorating her service on the Governing Board of HCS. This plaque will be presented to her at the September Governing Board meeting. Another plaque that will be displayed on the boardroom wall is one commemorating the Laurie Cox Scholarship Fund. This plaque will display the names of all scholarship fund recipients as well as a photograph of Laurie Cox.

Marketing efforts have begun with radio spots being played throughout the six (6) counties that we serve. The steering committee is continuing to guide the marketing company in their efforts with regard to the revision of our website.

K. Vicari stated that she believes the orientations were very positive. The outreach was fantastic and it gave parents and families an opportunity to meet staff and take part in Brain Honey and other tutorials that were given.

C. Wood then introduced Brian Spears as the newly appointed Human Resources Administrator/ Uniform Compliance Officer.

A. Rynberk stated that it was genius to have administration and staff all in one place, available to answer questions and give direction as opposed to trying to do it all on email.

7. CONSENT AGENDA

NOTICE TO THE PUBLIC

All items on the Consent Agenda will be approved with one motion, which is not debatable and requires a unanimous vote for passage. If any member of the Board, Superintendent, or the public so request, items may be removed from this section and placed in the regular order of the business following the approval of the consent agenda.

- 7.01 Approval of Meeting Minutes for June 16, 2016 – Regular Meeting of the Governing Board
- 7.02 Approval of Enrollment Report - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.03 Approval of Warrant Report – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.04 Approval of Certificated Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.05 Approval of Classified Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.06 Approval of Sierra School at Eastern Lower MOU – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.07 Approval of McConnell Music Therapy MOU – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.08 Approval of Maidu Community Center Facility Rental, City of Roseville – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.09 Approval of Joe Golizo MOU – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.10 Approval of BYU Online Independent Study Course Curriculum MOU - Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.11 Approval of Northern California Preparatory School MOU - Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.12 Approval of 2016-2017 Lease for Arden Christian Church - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.13 Approval of 2016-2017 Lease for Placerville Seventh Day Adventist Church-Placerville Learning Center - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.14 Approval of Cisco Voice System Maintenance Renewal - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.15 Approval of CharterSAFE Property & Liability Insurance Coverage Fiscal Year 2016-2017 - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.16 Approval of Student MiFis - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official

Motion by K. Dahlstrom to approve the Consent Agenda.

Second by M. L. Smith.

	Aye	No	Abstain	Absent
Karen Vicari:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Infante:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Collins:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion Carried.

8. INFORMATION/DISCUSSION/ACTION

“ACTION”: Indicates items the Board has seen previously

“Action”: Indicates items the Board is seeing for the first time

8.01 Information/ Discussion/ Action

New Governing Board President-Election– Cynthia Wood, EdD, Superintendent/ Chief Executive Officer.

Motion by: S. Infante to nominate K. Vicari for President.

Second by: B. Collins.

	Aye	No	Abstain	Absent
Karen Vicari:	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Infante:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Collins:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion Carried.

Motion by: K. Vicari to nominate B. Collins for Vice President.

Second by: K. Dahlstrom

	Aye	No	Abstain	Absent
Karen Vicari:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Infante:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Collins:	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion Carried.

8.02 Information/ Discussion/ Action

Consideration and approval of Copier Fleet Replacement – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official

D. Schuler spoke to the issues that have existed with our current copier fleet and then went on to explain the way the new copier fleet would be utilized. The replacement of every copier throughout the organization will conserve more of our resources. It will also make managing the maintenance on these machines much easier and more effective. Each individual will have a code which they will use to run their own copies and each individual will be able to access their own documents from a copier anywhere in the school.

B. Collins inquired as to what brand copier would be used and if we will be using a single brand throughout. D. Schuler replied yes, this proposal would utilize Kyocera machines. C. Wood mentioned her concerns regarding the service agreement and D. Schuler has learned that this vendor will work with us on the agreement. We will be getting comments back from the attorney and would like to move forward with the copier replacement. We will not finalize until we satisfy the recommendations of the attorney. A stipulated agreement would be passed today.

Motion by: A. Rynberk to move forward with the Copier Fleet Replacement pending attorney recommendations.

Second by: B. Collins

Ayes: 6

Nays: 0

Absent: 0

Abstain: 0

Motion carried.

8.03 Information/ Discussion/ Action

Consideration and approval of Superintendent/ Chief Executive Officer Contract Amendment

Paul G. Thompson, ESQ, Fagen, Friedman & Fulfrost, LLP

This item has been moved to the September Agenda.

9. INFORMATION/ DISCUSSION

None

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

a. September 15, 2016

10.02 BOARD MEMBER REPORTS/COMMENT

S. Infante mentioned that D. Bull at the CRC (Curriculum Resource Center), was very helpful in providing items that she did not realize were available for use by her children.

11. ADJOURNMENT 6:36 p.m.

Information for the Public

Members of the public wishing to comment on any items should complete a Speaker's Card. Speaker's Cards are located at the entrance to the Board Room. Speaker's Cards are to be submitted to the Board Secretary prior to the start of the meeting. Backup materials for this agenda are available at the Horizon Charter Schools Administrative Offices located at 2800 Nicolaus Road, Suite 100, Lincoln CA 95648.

*Members of the public may submit a written request for the entire agenda packet to:
Horizon Charter Schools Board Secretary
PO Box 489000
Lincoln, CA 95648*

The request must be submitted 10 working days prior to the meeting.

Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Governing Board meeting should contact the Chief Executive Officer or designee in writing, at least two days prior to meeting date. Government Code 54954.1

This agenda is posted at least 72 hours in advance of the meeting at:
Horizon Administration Office, 2800 Nicolaus Road Suite 100, Lincoln, California,
and on the Horizon Charter Schools Website: horizoncharterschools.org

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: 916-408-5200 X 5141*Please note: items on the agenda may not be addressed in the order they are agendaized. The Board may alter the order at their discretion.