



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

Date: Thursday, October 15, 2015
Meeting Place: Horizon Charter Schools Board Room
2800 Nicolaus Road #100
Lincoln CA 95648

**REGULAR BUSINESS MEETING
4:00 P.M. START**

1. CALL TO ORDER – Horizon Charter Schools Board Room ~**4:01 p.m.**

PLEDGE OF ALLEGIANCE

ROLL CALL

- X Parent Representative: Michelle Johnson (President)
- Education/Community Representative: Vacant
- X Parent Representative: Sara Infante
- X Parent Representative: Andrea Rynberk
- X Parent Representative: Karen Vicari
- X Parent Representative: Kimberly Dahlstrom
- X Community Representative: Bob Collins

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.

None

4:06 p.m.

4:10 p.m.

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

- 3.01 ADMISSION OF EXPELLED STUDENT- (Government Code Section 48918)
Jennifer Carroll, Regional Administrator, JaDene Jones, Director of Operations
- 3.02 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
James Ward, ESQ, Evans, Wieckowski, Ward and Scoffield
Kim Bogard, ESQ, Kingsley Bogard
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 3.03 Public Employee: Discipline/Dismissal/Release: Fagen, Friedman & Fulfroost, LLP
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer, Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.04 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government code Section 54956.8)
Feasibility Study Horizon Learning Centers – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.05 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
Agency Negotiators: Attorney, Paul G. Thompson, Fagen, Friedman & Fulfroost, LLP, Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Negotiation Parties: 1515 Cirby Way, Roseville, CA; Amber Lashley, Broker
- 3.06 CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6, Discussion concerning: Unrepresented Employee: Superintendent/ Chief Executive Officer
Attorney, Paul G. Thompson, Fagen, Friedman & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.07 CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6, discussion concerning: Unrepresented Employee: Assistant Superintendent, Administrative Services/ Chief Operations Officer
Attorney, Paul G. Thompson, Fagen, Friedman & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

5:33 p.m.

5:30 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- (Government Code Section 48918)
Jennifer Carroll, Regional Administrator, JaDene Jones, Director of Operations

Motion by K. Vicari to approve admission with stipulations

Second by S. Infante

Ayes: 5
Noes: 0
Absent: 1
Abstain: 0

Motion Carried

- 4.02 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
James Ward, ESQ, Evans, Wieckowski, Ward and Scoffield
Kim Bogard, ESQ, Kingsley Bogard
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

No Action Taken

- 4.03 Public Employee: Discipline/Dismissal/Release: Fagen, Friedman & Fulfrost, LLP
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer, Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No Action Taken

- 4.04 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

- 4.05 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Agency Negotiators: Attorney, Paul G. Thompson, Fagen, Friedman & Fulfroost, LLP,
 Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
 Negotiation Parties: 1515 Cirby Way, Roseville, CA; Amber Lashley, Broker

No Action Taken

4.06 CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6, Discussion concerning: Unrepresented Employee: Superintendent/ Chief Executive Officer

Attorney, Paul G. Thompson, Fagen, Friedman & Fulfroost, LLP
 Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No Action Taken

4.07 CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6, discussion concerning: Unrepresented Employee: Assistant Superintendent, Administrative Services/ Chief Operations Officer

Attorney, Paul G. Thompson, Fagen, Friedman & Fulfroost, LLP
 Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
 Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

The Governing Board directs the CEO to continue negotiations

5. STUDENT PRESENTATIONS

None

6. 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.

6.01 Approval of Meeting Minutes for:

a. September 17, 2015 Regular Meeting of Governing Board

Pulled out for discussion after vote on 6.02 through 6.15

Notes: At the top of page 19, S. Infante made the comments to K. Yoder, not A. Rynberk.

Motion by K. Vicari to Approve 6.01 of the consent agenda

Second by M. Johnson

| | Aye | No | Abstain | Absent |
|-------------------|-----|--------------------------|--------------------------|--------------------------|
| Michelle Johnson: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kim Dahlstrom: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sara Infante: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Andrea Rynberk: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Karen Vicari: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Motion Carried

- 6.02 Approval of Warrant Report
 - a. Horizon Charter Schools
- 6.03 Certificated Personnel Report
- 6.04 Classified Personnel Report
- 6.05 NCM (Theatre Advertising)
- 6.06 eDynamic Curriculum
- 6.07 MOU IT Support
- 6.08 Sacramento Convention Center License Agreement
- 6.09 California School Boards Association (CSBA) GAMUT Online Service Agreement
- 6.10 Facility Usage/ 2015-16 Assessment Testing
- 6.11 MOU Assessment Facility/ SBAC Testing
- 6.12 MOU Assessment Facility/ City of Rocklin
- 6.13 MOU Operations/ Document Templates
- 6.14 Sacramento Learning Center Wireless Project
- 6.15 Lincoln Montessori Playground Renovation

Motion by A. Rynberk to Approve consent agenda with exception of 6.01

Second by M. Johnson

| | Aye | No | Abstain | Absent |
|-------------------|-----|--------------------------|--------------------------|--------------------------|
| Michelle Johnson: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kim Dahlstrom: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sara Infante: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Andrea Rynberk: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Karen Vicari: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Motion Carried

7. REPORTS AND COMMUNICATION

- 7.01 Horizon Certificated Employees Association
See Attached Statement
- 7.02 California School Employees Association
No Statement Submitted
- 7.03 Assistant Superintendent, Business Services/ Chief Business Official– Daniel Schuler

D. Schuler gave a power point presentation to the Board regarding Local Control Funding Formula (LCFF), which is the basis of the funding that occurs for all schools in California. He distributed a handout to illustrate the funding formula as it pertains to Horizon and Partners. This presentation began by defining Base Grants, Supplemental Funding, Funding by Grade Span and Concentration Grants and then expounding on the implications of each to Horizon and Partners, citing, “If we don’t see students come in the door at a higher rate than what we have in the past, then our revenue for 2015/2016 will be lower than what was originally estimated. You will see lower estimates going forward”.

K. Vicari asked why Horizon is currently capped at the WPUSD number and Partners is capped at the Sacramento Unified number.

D. Schuler responds that he believes this has something to do with where the students are housed. Although he has not reached out to the California Department of Education (CDE) to ask that question, he will do so.

K. Vicari: It seems that if we could move students around, there is a lot of untapped money there.

D. Schuler: We also have to understand that the supplemental and the concentration are targeted, it is not necessarily unrestricted money, it wouldn't help us to assist those particular students. It has to be applied to the achievement for those targeted students that have created that particular funding.

7.04 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood began with a report on Special Education, noting that we have staffing challenges. We are looking at the overall service delivery model and provisions within Special Education. She continues, D. Schuler and I will be attending a meeting of the CHELPA coming up at the end of the month. We will research our options further and make comparisons to the financial position that we have with the SELPA versus what that may look like with the CHELPA.

In general education, you are going to hear a number of reports tonight regarding Curriculum and Instruction and how we are looking at raising student performance. Also, on Friday, October 23, we will hold our second in-service meeting at the Lincoln Del Webb Center. In-service will include an update on what's happening with the Guidance department. We also have our Horizon Staff jackets. Teachers will be trying these on and we will be placing orders for all. It won't be long before you will see everyone wearing those jackets.

We have had a tremendous effort putting together our online Horizon Store. By November, anyone may go on to our website and purchase their spirit-wear.

K. Vicari: The Foundation has been hard at work on this. Once the website is up, we can all order as much as we want and a portion of the proceeds come back to our students in the form of scholarships and events.

8. INFORMATION/DISCUSSION/ACTION

“ACTION”: Indicates items the Board has seen previously

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

Members of the public wishing to comment on any items should complete a Speakers Card located on the table at the entrance to the Board Room. Speakers Cards are to be submitted to the Board Secretary before each item is discussed.

8.01 BP 14-13 Work Permits– Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood: This is an illustration of what I will be covering in 9.03. The board had asked that I bring back the policy on work permits as it was visited during our September 17, 2015 board meeting.

We did grant an extension for this particular student, to December 1, 2015. Our policy, in this case, worked. The policy we have is very similar to the California School Boards Association (CSBA) GAMUT policy, which is what WPUSD uses.

M. Johnson: In the CSBA policy it states that the work hours can be adjusted on a case by case basis.

C. Wood: This allows us discretion and is an example of the modifications we can make.

M. Johnson: My recommendation is that, the bulk of it be done, but we get to review it.

A. Rynberk: I want as little involvement as possible so the families don't have to wait.

C. Wood: I will bring up the policy discussion under 9.03.

M. Johnson: I would like to ask the Board, Do you want to see the comparison or do you want the administration to compare them and bring you a draft?

A. Rynberk: If you want to change, go ahead and make a draft for us.

K. Vicari: I would like to see the appeal process in the policy. So parents know what they can do if denied.

C. Wood: Specific to that policy, I will rework the policy, at your direction, to allow me to take care of the issue for the student. For an example of how we can modify our policies to best serve the organization and students, I will visit this further in 9.03. If not, we will bring it up again at the Nov. 5 meeting.

A. Rynberk: The only way we know if a policy is not working well is if they bring it before us. If you feel that a policy is not working well, is there a process for you to bring it to us?

C. Wood: Absolutely, if a policy is not working, we are going to bring it before you. This is an example of something we may want to modify.

Motion by A. Rynberk to approve the CEO to re-write and add-in to the policy as mentioned
Second by M. Johnson

| | Aye | No | Abstain | Absent |
|-------------------|-----|--------------------------|--------------------------|--------------------------|
| Michelle Johnson: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kim Dahlstrom: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sara Infante: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Andrea Rynberk: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Karen Vicari: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Motion Carried

M. Johnson: I like the California School Boards Association (CSBA) GAMUT approach of including all the code.

C. Wood: There are a number of policies that will assist us in governing a charter and California School Boards Association (CSBA) GAMUT policies are not specifically for charter schools. It will be up to our discretion to modify them based on our needs.

A. Rynberk: It also may save some appeals if you state the law.

B. Collins: I agree with all that has been stated. As a trustee of the school district, I have an overwhelming need to know what is going on. I think it is imperative that you keep the board apprised of what is happening because the alternative is to give up the oversight and not have the information to make decisions and that can lead to real problems. While I wholeheartedly support the general philosophy of less dealing with the ‘ends’, I think that topical, meaningful information is imperative to make this whole process work. In a case like this, I would like to know that there was an appeal and what the nature of the appeal was, and generally, why the decision was made.

M. Johnson: That would also help with any kind of trend you may start seeing.

A. Rynberk: Tonight when we made our judgement call based on what the admin panel brought us, that kind of process may work for this.

B. Collins: This doesn’t mean I want them to wait for approval, I just want to know what happened.

C. Wood: Anytime there is a variation from a set governance policy, where a function is changed by an appeal process, you will know about it as it affects the governance of the policy.

M. Johnson: If there are policies that you are constantly having to deal with, maybe we need to know.

C. Wood: Then we know there is a need for a revision of the policy. In November we will be talking about what direction we will go with our policies. We will be looking at them all. Once you set them in place and are happy with them, you have an expectation that the Administration is going to implement those policies.

8.02 Consideration and Approval of Kaiser Permanente and Western Health Advantage – July 1, 2015 Renewal Contracts– Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood: This is a standard renewal.

Motion by B. Collins to approve

Second by A. Rynberk

| | Aye | No | Abstain | Absent |
|-------------------|-----|--------------------------|--------------------------|--------------------------|
| Michelle Johnson: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kim Dahlstrom: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sara Infante: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Andrea Rynberk: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Karen Vicari: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Motion Carried

8.03 Consideration and Approval of Extension of Current Contract to June 30, 2017, for 1515 Cirby Way, Roseville, CA- Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by K. Vicari to approve with the modification that was entered in closed session

Second by S. Infante

| | Aye | No | Abstain | Absent |
|-------------------|-----|--------------------------|--------------------------|--------------------------|
| Michelle Johnson: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kim Dahlstrom: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sara Infante: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Andrea Rynberk: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Karen Vicari: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Motion Carried

8.04 Consideration and Approval of amendment for Superintendent/ Chief Executive Officer contract- Michelle Johnson, Governing Board President

Motion by A. Rynberk to approve

Second by K. Vicari

| | Aye | No | Abstain | Absent |
|-------------------|-----|--------------------------|--------------------------|--------------------------|
| Michelle Johnson: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kim Dahlstrom: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sara Infante: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Andrea Rynberk: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Karen Vicari: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | X | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Motion Carried

8.05 Consideration and Approval of Assistant Superintendent Administrative Services/ Chief Operations Officer contract– Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

M. Johnson: Is this contract ready for approval?

C. Wood: You may ask for furtherance to bring it back to the next meeting or you may approve with that one stipulation that you want suggested.

A Rynberk: Are there any drawbacks to revisiting it again in November?

C. Wood: I think the employee would appreciate that careful review. I don't see anything that would be harmful to the organization or to the employee to research that further.

M. Johnson: I would like to bring it back.

B. Collins: Are the issues retroactive?

C.Wood: Yes, retroactive back to July 1, 2015

M. Johnson: Is there a way to get it before?

C. Wood: Not until the closed session.

No report out – Continue negotiations

Notes: M. Johnson Directs CEO to bring the information back to the board

No Vote Taken

Second by

| | Aye | No | Abstain | Absent |
|-------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Michelle Johnson: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kim Dahlstrom: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sara Infante: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Andrea Rynberk: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Karen Vicari: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

9. INFORMATION ❖ DISCUSSION

9.01 California Assessment of Student Performance and Progress (CAASPP) - JaDene Jones, Director Operations

J. Jones brought a power point presentation. She begins by addressing the CAASPP results and the new tests, new curriculum, new teaching and new learning. She explains that we are teaching and testing higher level thinking skills with the new standards. Students need certain technology skills in addition to their problem-solving skills in order to answer the questions. This year’s scores are our baseline, as this is our first year of full implementation of Smarter Balance. We are in a large transition going from paper and pencil to computerized testing and from old standards to new standards. Our overall estimated participation (final numbers will be out later this month) is as follows: Horizon had 78% participation. Partners had 82%. Our target is 95% - which is the standard requirement for the State.

M. Johnson: In the old test, it was nullified if you didn’t take both sides of the test. Has that changed?

J. Jones: Yes. It is not encouraged, we do want our students to take the whole test. I will have to see if they are counting that in our participation rate overall.

K. Dahlstrom: Is there an option for families that choose not to involve their very young children in technology in order to take this test?

J. Jones: There is a paper test for districts that don’t have the technology to take the test. We are not testing 2nd graders any longer. We start at 3rd grade now. There were a few districts who did paper testing only because they were so rural that they didn’t have the internet. I do think that there is a component there that has to do with technology, especially in the 3rd grade.

M. Johnson: Did you compare us with anyone?

J. Jones: Yes, I did. Our 3rd and 11th graders had a huge difference. I did hear from many districts

across the state that 11th grade math is a very difficult test this year with the new standards. There will be parent workshops coming on the new standards. Teacher trainings and in-services are being held by C. Hartman and her staff for professional development. We need to know where our students are. The smarter balance test is one piece of helping us know how to help our students. As we are transitioning, we still need to address common core. What is assessed school and state-wide will be the common core standards. Referring to the color coded chart – you can tell from the numbers that we have significant progress that needs to be made. We are quite a bit lower than our sponsoring district. We have need for improvement and we have accountability for our charter renewal and our WASC standings. If we are not meeting the benchmarks, those are in jeopardy.

S. Infante asked if we can look at the grade levels separately- how do we compare at each grade level. We have a very low population in high school that are A-G courses. Our 11th grade math ends at algebra.

J. Jones replies that the information is actually on the state website, which is public domain. The charts on Pgs. 8-9 are on the CDE website.

S. Infante asks if we are lower in college preparatory students or pretty equal in general education and college preparatory.

J. Jones replies that we are only testing grade 11.

A. Rynberk states that she doesn't think those numbers reflect what the students actually know. Because our WASC accreditation is determined by the test scores, we need more participation. We need to put the 'why' behind it.

M. Johnson states that we have to sell that idea and they have to embrace it.

J. Jones states that we need to communicate that to our parents and ST's.

9.02 Behind the Scenes, an In Depth Look at the Why Behind Key Assignments and Assessments- Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief Academic Officer Caitlin Hartman, Director, Curriculum/ Instruction/ Professional Learning

C. Hartman brought a power point presentation which was handed out prior to the start of meeting. She begins by thanking the board for the opportunity to share the 'whys behind' because there is a lot of thought and planning that goes into these key assignments, but you don't always get to see what takes place behind the scenes.

We are a publicly funded charter, which means that we must meet state and federal requirements in order to continue to receive funding. Horizon Charter Schools will address academic needs by adapting academic plans based on frequent and varied assessments. As was recommended by the WASC visiting committee, an implementation of common assessments is key to ensuring all students are meeting or exceeding state standards. Student data is central to this process. A-G Courses are approved by UC Doorways and must be taught by a Highly Qualified Teacher (HQT) as defined by Board Policy 1420. GE Courses are overseen by a HQT and have 3-4 required tasks each semester which are 20% of the

grade in 2015-2016. The key assignment is the end product. Sample key assignments were distributed to the Governing Board prior to this meeting.

M. Johnson states that parents who take the time and sacrifice to teach their kids at home would appreciate this drill-down, as much as you may think it may be more than they want to know, it is very helpful to hear all of this.

B. Collins asks, if the emphasis is on key assignments and the focus is on standards, how important is it to have commonality in themes and topics? Are they critical to the overall process, or could the same objective be met with alternative themes and topics?

C. Hartman replies that on the data analysis end, when we check the content, we can't learn 500 different contents and fact check them in a timely manner. She continues by noting the process of calibration to illustrate how teachers must sit down with the same rubric and assignment to come to a consensus in scoring so that no matter who is scoring the paper, the scoring will be consistent for each student.

S. Infante asks how A-G and GE are different and how it differs if the standards don't differ.

C. Hartman replies that in some cases it's how much research they are doing, in some cases it's how long the assignment is, and in some, they will be exactly the same.

S. Infante: Now if the assignment is the same, how are you doing the grading?

C. Hartman: If the assignment is truly the same, and the rubric is the same, then we are just measuring the standards. Remember, we are not comparing kids against kids, we are comparing kids against the rubric. Just having a rubric in and of itself, isn't enough to help teachers score in a consensus manner. Part of the process is identifying the exemplars. If we are saying that these key assignments are important, then we need to show how important they are. So spending the time to train the teachers and to score those key assignments at the in-service is one way that we can show importance.

A. Rynberk: I think what I'm hearing from you is, because UC Doorways has to approve the assignments, and because you are trying to get a consensus in grading – it would be difficult to broaden the topic assignments.

C. Hartman: For the purpose that we are currently using the key assignments for, yes. There could be other purposes where that would be very applicable. Let's say I want to find out how well my students are writing in history, I could assign an argument essay in history and I wouldn't be fact or content checking, I would be looking at the argument, which will tell me how well our students are writing in the different subject areas.

S. Infante: Is there a state reason that we must be so specific, or is it the school that has decided to be so specific? What's the purpose behind that? If we are moving away from student choice because the school wants to, not because there is a greater purpose, then we may want to rethink that.

C. Hartman: The purpose is to offer less key assessments, because if we have choice, we still need to check on how our students are doing in that course. We have to check to ensure that our students are showing mastery of the subject area standards. We have one or two GE assignments per semester.

A. Rynberk: I'd like to make a recommendation – we have vendors that high schoolers can take classes from that are not Learning Centers. I think some communication should happen with the vendors so the students aren't getting duplicate assignments.

M. Johnson: I did go through these assignments, they are quality assignments. Now that I see all the different standards, how they were written and researched, they are very, very good. We needed something like this. This is a great tool.

C. Wood: I see C. Hartman writing your comments down as you share your concerns. We have a plan. As staff gets further in to where we are going, and as people become more educated on the process, it will become simpler. Your thoughts are being noted.

M. Johnson: I found this very helpful. Can we get the materials for 2nd semester as well? I would love to see these on the December agenda.

C. Hartman: These materials are available on the Horizon Hub as they are completed. The completed materials are already online now and you may always print from the Hub.

9.03 Governing Board/ Superintendent/ Charter Administration - Governance, Comparison and Discussion – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood: We have spoken about policy development, do you have any thoughts at this point, as far as our next steps? We are securing the California School Boards Association (CSBA) GAMUT program and will be doing a cross reference of our policies.

M. Johnson: I recommend looking at every single one afresh and compare on two levels, Carver and California School Boards Association (CSBA) GAMUT, since we aren't doing the Carver model any longer.

C. Wood: If you want me to bring a draft of the comparison to you, I will go ahead and begin the process.

Direction is given to the Superintendent to evaluate the California School Boards Association (CSBA) GAMUT policies in comparison to the current policy development that we have today, and provide a recommendation to the Governing Board.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- a. November 19, 2015
 - Policy 1.1c History
 - Policy 2.5 Emergency CEO Succession
 - Policy 2.7 Compensation and Benefits

10.02 BOARD MEMBER REPORTS/COMMENT

11. ADJOURNMENT 8:26 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 agendized. The Board may alter the order at their discretion.