



REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, November 19, 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 – 4:00 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.

Lisa Voss began a presentation on classes at the Elk Grove and Sacramento Learning Centers. She spoke briefly about Polymer Chain Reaction (PCR). She handed out information and mentioned that the handout also came in an electronic copy. A. Rynberk said that her daughter is very happy taking classes from Lisa.

4:10 P.M.

Adjourned to Closed Session at 4:12 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 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
 - 3.03 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 & Fulfroft, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations 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 LABOR NEGOTIATORS (Government Code Section 54957.6)
Labor Negotiations- HCEA (Horizon Certificated Employees Association)
Attorney, Rafael Rauno, ESQ., Law Offices of Goyette and Associates, Inc.
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
 - 3.06 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Labor Negotiations - Horizon Charter Schools
Attorney, Kim Bogard, ESQ., Law Offices of Kingsley Bogard
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

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(S) - (Government Code Section 48918)
JaDene Jones, Director of Operations

Approval of Student 15-14 and approval of Student 15-19 with recommendations and stipulations as discussed.

- 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)

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.

- 4.03 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

Direction given to Superintendent to finalize contract.

- 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 LABOR NEGOTIATORS (Government Code Section 54957.6)
Labor Negotiations - HCEA (Horizon Certificated Employees Association)

Attorney, Rafael Rauno, ESQ., Law Offices of Goyette and Associates
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

- 4.06 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Labor Negotiations - Horizon Charter Schools

Attorney, Kim Bogard, ESQ., Law Offices of Kingsley Bogard
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

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. October 15, 2015 Regular Meeting of Governing Board

- 6.02 Approval of Warrant Report
 - a. Horizon Charter Schools
- 6.03 Certificated Personnel Report – Terri McGill, Assistant Superintendent Administrative Services/ Chief Operations Officer
- 6.04 Classified Personnel Report – Terri McGill, Assistant Superintendent Administrative Services/ Chief Operations Officer
- 6.05 MOU- Melody Tree Music Therapy - Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief Academic Officer
- 6.06 Adobe Connect School License - Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief Academic Officer
- 6.07 Learning Ally - Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief Academic Officer
- 6.08 Philadelphia Property, Casualty & Liability Insurance Renewals - Daniel B. Schuler, Assistant Superintendent/ Chief Business Officer
- 6.09 School Messenger Renewal - Daniel B. Schuler, Assistant Superintendent/ Chief Business Officer
- 6.10 Fancy Dancy Server Upgrade Change Order - Daniel B. Schuler, Assistant Superintendent/ Chief Business Officer
- 6.11 Additional Tablet Laptop Carts - Daniel B. Schuler, Assistant Superintendent/ Chief Business Officer
- 6.12 Facility Rental Fee Proposal – Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief Academic Officer

Motion by A. Rynberk to approve the Consent Agenda as presented

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

7. REPORTS AND COMMUNICATION

- 7.01 Horizon Certificated Employees Association
No Statement Submitted
- 7.02 California School Employees Association
No Statement Submitted
- 7.03 Assistant Superintendent, Business Services/ Chief Business Official– Daniel B. Schuler
Horizon and Partnerships Enrollment Count by County/ Grade Level

D. Schuler reported that he attended El Dorado County CHELPA with C. Wood. The El Dorado County CHELPA is statewide. It has a different service delivery model than Placer County SELPA. He has done an analysis of the revenue we would be receiving from CHELPA, by taking the 2014-2015, P2ADA, to project the 2016-2017 revenues from both, the SELPA and CHELPA. The SELPA has recently changed its funding methodology, which will greatly impact Horizon Charter Schools financially. If we were to shift and move into the CHELPA in 2016-2017, essentially, the revenues would be a wash. We would be losing approximately \$400K from the SELPA, but we would be receiving the same amount of money from the CHELPA. In future years, the revenue we would receive from the CHELPA will actually begin to climb due to the fact that they have percentages for administrative fees and set asides that will decrease over a three year period. On the other hand, with the SELPA, we will be looking at a significant drop off in funding. In 2016-2017 it could be \$400K. At full roll out, we would be down about \$1.8 Million.

The Consent Agenda includes quotes for additional insurance coverages for property, casualty and liability. We have asked Placer Insurance Agency for quotes on Fiduciary and Cyber liability. Those are not part of our current lines of coverage. Fiduciary coverages would cover us in terms of decisions that are made with respect to our 403b program. The Cyber liability is to provide protection in case of a cyber attack.

In February, we will present a three year tech plan cost projection. Next month we will be requesting the replacement of student laptops that are out of warranty and seven years old. We have approximately 300 units that need to be replaced. We would also like additional pieces of equipment that will assist us with testing in the spring.

Work has been completed on the software update of our production server but there is a need for the creation of software for a development server that would be beneficial to our technology needs.

A representative from Feddersen will present our annual audit at the December 2105 Board meeting.

7.04 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood began by focusing on the SELPA/ CHELPA issue and mentioned that the Placer County SELPA will most likely grant our release even though we did not make the June 30, 2015 notification deadline. Since the financial consideration would not be affected by a later move, we are taking time to consult with staff regarding the organizational ramifications. Following are examples of new obligations that Horizon Charter Schools would incur as a result of such a move.

Our adaptive P.E. services would have to be contracted out, as these were previously provided through an agreement with the Placer County SELPA. We would also be on our own to obtain augmentative communications and devices as well as direct services of all kinds. The CHELPA is a flow-through entity of the revenue and they have nine program specialists throughout California, so they would be there to provide assistance with such things as a facilitated IEP as well as answer questions about SEIS (Special Education Information System), but the direct responsibility is with the LEA. In addition, instead of monthly meetings at the SELPA office in Auburn, we would be attending six steering committee meetings and two CEO Steering Committee meetings a year in Oakland and San Diego. There are some other varied responsibilities such as compliance issues. The CHELPA would probably council and advise, but

we would take full responsibility. This coming year, we want to do a careful analysis and vet out these potential changes before moving forward with our application. We would be applying December 2016 for entry July 1, 2017 – if we were moving now, it would be December 2, 2015 for a July 1, 2016 switch over.

We recently retained our Special Education expert, Ann Sherlock, of Fagen, Friedman and Fulfroft, LLP, to pursue a compliance request from the California Department of Education (CDE). The CDE had noted that with our current model of service delivery in General Education, reporting back and forth once every 20 Days, our Special Education Department should be reporting back through SEIS (Special Education Information System) and with families every 20 days as well. In essence, what was at one time a once a year report through an IEP process had become a once every 20 days report, which increased the work load significantly. Through this inquiry, the Attorney has discovered that there was a wrong interpretation of the Ed Code. Instead of every 20 days, we may report out with SEIS, quarterly. Modification of our current handbook is required, so a small insert will accommodate this to allow the Special Education Team to report on a quarterly basis.

M. Johnson: If we wanted to move faster, and put in our application Dec. 2, 2015, when would the service model change?

C. Wood: It would change as of July 1, 2016.

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 Information/ Discussion/ Action

Consideration and approval of raise in pay for Governing Board

Raise in pay requested by Governing Board President, Michelle Johnson, Board President

M. Johnson began by stating that the Ed Code affords the Board stipends and provides for a 5% cost of living increase.

B. Collins recommended a ‘me too’ clause, which would not exceed what the other HCS bargaining groups receive.

S. Infante did not agree that we should do a “me too” clause because it implies that we are jumping on the band wagon of the work done by the other bargaining units. We should assess ourselves to determine if we need a raise or not.

B. Collins: I think we need to set a precedent that says we will not accept a raise in excess of what the other bargaining units are given. From a public relations point of view, the statement could give an obvious implication.

M. Johnson: If you are concerned about that issue, do you want to move it more closely related to when the rest of the organization gets their automatic raises?

C. Wood: I believe that HCEA is hoping for us to resolve their current agreement by June 2016. That would put the Board on the same schedule. In other words, Board raises would be postponed until the final agreement organization-wide.

B. Collins: I believe actions speak louder than words. Here is some history. In 1995, the administration in the school district I worked for had a “me too” clause that had been negotiated two years before. Administration took a very small raise, the rank and file went out on strike, because perception was that they were all giving and administration was not. Eventually, the superintendent lost his job over this. The perception can be that the group in power is getting an advantage over a less-empowered group.

Motion by M. Johnson: Effective November 2015, the board will receive the allotted 5% by Ed Code, raise in keeping with prior year’s organization-wide raise.

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: | <input type="checkbox"/> | X | <input type="checkbox"/> | <input type="checkbox"/> |
| Bob Collins: | <input type="checkbox"/> | X | <input type="checkbox"/> | <input type="checkbox"/> |

Motion Carried

Motion by S. Infante to evaluate the State Ed Code allotted increase in pay with a caveat that the increase will not exceed the lowest bargaining unit increase at conclusion of labor negotiations.

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

8.02 Information/ Discussion/ Action

Consideration and approval of Horizon Certificated Employees Association (HCEA) 15/16 Sunshine Negotiations proposal– Travis Stull, President, HCEA

Motion by S. Infante to accept the proposal as written

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

8.03 Information/ Discussion/ Action

Consideration and approval of Horizon Charter Schools (HCS) 15/16 Sunshine Negotiations proposal– Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by S. Infante to accept the proposal as written

Second by K. Dahlstrom

| | 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 Information/ Discussion/ Action

Consideration and approval of LAN & WAN Network Refresh - Daniel B. Schuler, Assistant Superintendent/Chief Business Officer

Motion by A. Rynberk to approve

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

9. INFORMATION/ DISCUSSION

9.01 Update from October 23, 2015 Certificated Staff In-Service - Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief Academic Officer

S. Infante: I was noticing the rubrics for student scoring guides – are these actual training rubrics (pg. 139) that parents could have access to?

K. Collins: Made a note to have these available in the future.

9.02 WASC 2015 Follow-Up Action Item/ Board ENDS Review/ Annual Development 2015-2016

K. Collins began by sharing that WASC has renewed our accreditation. The WASC visiting committee recommended that we revise our goals to assess the clarification of measurement of our Board ENDS. They suggested there may be a disconnect from the Board ENDS and what our mission or vision is. The WASC committee also felt that we needed to clarify and incorporate more 21st century skills and how we are measuring student achievement of the Board ENDS. In keeping with our timeline that WASC is coming back in two and a half years, we are looking to review and revise the Board ENDS or student achievement outcomes. We may want to change the name ENDS to something that connects better to our community and stakeholders. During the in-service, we held table groups and looked at the current board ENDS and initiated a discussion on what we would like to have our students leave Horizon Charter Schools with. In your packet, you will see the feedback from our table groups. We are now looking for participation from our Governing Board, in making sure we are addressing our WASC recommendations. Please go through and include your own ideas. Highlight those things you like and include your own comments. I would like this returned to Cheryle by December 4, 2015.

K. Collins passed around the referenced hand out and asked for ultimate collaboration on this project.

9.03 Policy Development - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

During the December Board meeting, we will commence policy review. We are going to be discussing the Executive Limitations that are currently in place under the Carver Model as well as School Governance through the California School Board Association's GAMUT program. I anticipate this to take all of the rest of the school year and then some. We are going to be building from scratch on some of these policies so I suggest we bring forth only a few at a time. Administrative staff has put forth policies that they would like done first. If you decide that you'd like to see a policy sooner rather than later, let me know. You may need a work study session for this, or we can make it part of the Board meeting. We will more than likely discuss the policies at one meeting, and vote on them at the next. WPUSD did this process over a year, now once a year they do a two-day workshop on policies. We can wait to be at that place to decide on steps we want to take on monitoring our policies.

As you will recall from our workshop on November 5, the primary duty of the Governing Board is policy setting. So with that information, I would like to hear your thoughts and concerns regarding this.

B. Collins: May we have Staff come in with us to discuss and engage in conversation regarding policies that are particular to them?

C. Wood: It will be an item on the agenda and if something is particular to them, we will make sure they are invited to attend. This will be a work study process that we start through the Governing Board each time we meet. We will start with three policies each meeting, starting in December with Transitional Kindergarten, Work Permits, and Plagiarism. The info will be sent to you ahead of time for your review. Look it over and note your thoughts, comments, changes, etc. I want to address those that affect our students and families first, there are a lot of different ways, but I'd like to know your preference.

A. Rynberk asks if a reminder could be included in the Agenda packet notating on the fact sheet that this is a policy for review.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

a. December 17, 2015

- Policy – Transitional Kindergarten
- Policy – BP 14-13 Work Permits
- Policy - Plagiarism
- Approval of Meeting Minutes for November 5, 2015 Special Meeting of the Governing Board
- Approval of Meeting Minutes for November 19, 2015 Regular Meeting of the Governing Board

10.02 BOARD MEMBER REPORTS/COMMENT

A. Rynberk asks that an email be sent a week prior to the date that the homework assignment is due.

11. ADJOURNMENT – 7:41p.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.