



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

Date: Thursday, January 21, 2016
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

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

4:10 P.M. – 4:02 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 REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Feasibility Study Horizon Learning Centers – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

3.03 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

6:00 P.M.

4. ADJOURN TO OPEN SESSION – 6:00 p.m.

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

No action taken

4.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Feasibility Study Horizon Learning Centers – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction was given to the Superintendent to investigate further real estate opportunities.

Request made to the Superintendent to finalize the lease for 911 Reserve Dr., Roseville.

Motion Carried

4.03 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

Direction given to the Superintendent to continue negotiations.

5. STUDENT PRESENTATIONS

None

6. REPORTS AND COMMUNICATION

6.01 Horizon Certificated Employees Association
No Statement Submitted

6.02 California School Employees Association
No Statement Submitted

6.03 Assistant Superintendent, Business Services/ Chief Business Official– Daniel B. Schuler
D. Schuler is not present.

6.04 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood visited the Roseville learning center and had the opportunity to observe guidance counselors and teachers in action. The Governor's budget was mentioned. It appears that Horizon Charter Schools is currently in a strong financial position and is looking forward to the one-time funds that the organization will be receiving from the State of California. These funds are not going to transcend time more than a two year period because the California School Services Association, as well as the Governor, is cautioning that the economy is unpredictable beyond that. A conservative stance and cautioning against multiple year expenses is encouraged. In response to that, Horizon Charter Schools will be holding steady as far as staff compensation decisions are concerned. Horizon Charter Schools is beginning HCEA/CSEA negotiations on Monday, where the big picture will be discussed, but any final fiscal decisions will not be made. Administration will be working from January through June, making decisions for the organization. As the funds for the one-time expense areas of our budget are received, the next steps will be evaluated. California still suffers at the bottom of the list when compared to other states in priority of state funding for education. Our Governor is taking a stance for education by putting the majority of funding into it. Monies are currently coming from other entities to make this possible.

Y. Allen believes that, more specifically to Horizon, we need to watch our enrollment. It has been somewhat unstable and that is something we should keep an eye on moving forward.

C. Wood states that if we continue to build our enrollment, we would have less area of concern.

M. Johnson asks if the one-time funds we are expecting from the State are earmarked for specific uses?

C. Wood responds that these funds are based on ADA (Average Daily Attendance).

Y. Allen replied that they are not restricting the usage of these funds, however, the recommendation is to use them for common core and internet.

C. Wood mentioned that the thrust in the state of California is for student achievement, the LCFF (Local Control Funding Formula) and putting monies where they will benefit students the most.

Y. Allen stated that in May, the State will revise this message. If there are going to be strings attached to these funds, we will know at May revise.

C. Wood shared that she sees a strong caution about the recession in much of the literature. Although the charter is building toward pre-recession levels, it has not advanced beyond them.

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:
December 17, 2015 - Regular Meeting of the Governing Board
- 7.02 Approval of Warrant Report
Horizon Charter Schools
- 7.03 Certificated Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/
Chief Operations Officer
- 7.04 Classified Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/
Chief Operations Officer
- 7.05 Assessment Facility/ The Rivers Church - Terri McGill, Assistant Superintendent,
Administrative Services/ Chief Operations Officer
- 7.06 Assessment Facility/ Grace Church - Terri McGill, Assistant Superintendent,
Administrative Services/ Chief Operations Officer
- 7.07 Mad Science/ Auburn - Kelly Collins, Interim Assistant Superintendent, Educational Services/
Chief Academic Officer
- 7.08 Mad Science/ Roseville - Kelly Collins, Interim Assistant Superintendent, Educational Services/
Chief Academic Officer
- 7.09 Mad Science/ Placerville - Kelly Collins, Interim Assistant Superintendent, Educational
Services/Chief Academic Officer
- 7.10 IEE MOU – Behavior - Kelly Collins, Interim Assistant Superintendent, Educational
Services/Chief Academic Officer
- 7.11 IEE MOU – Occupational - Kelly Collins, Interim Assistant Superintendent, Educational
Services/Chief Academic Officer
- 7.12 IEE MOU – Psychoeducational - Kelly Collins, Interim Assistant Superintendent, Educational
Services/Chief Academic Officer
- 7.13 Cyber Insurance – Daniel B. Schuler, Assistant Superintendent, Business Services/Chief
Business Official
- 7.14 Fiduciary Insurance - Daniel B. Schuler, Assistant Superintendent, Business Services/Chief
Business Official
- 7.15 Enrollment Report - Daniel B. Schuler, Assistant Superintendent, Business Services/Chief
Business Official

Motion by A. Rynberk to approve the consent agenda
 Second by B. Collins

	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. 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

Policy- Academic Honesty – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

The policy discussion began with addressing the Staff portion of the Academic Honesty policy draft first and the Student portion last.

M. Rogers assisted in editing the proposed policy for the Board. See policy notes under separate cover.

Motion by B. Collins to adopt the Academic Honesty Policy as revised

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

8.02 Information/ Discussion/ ACTION
 Policy- Work Permits – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

The policy discussion began with addressing the Board Policy draft for Work Permits as well as the Administrative Regulations for the same.

M. Rogers assisted in editing the proposed policy for the Board. See policy notes under separate cover.

Motion by A. Ryberk to approve the Work Permits Policy and Administrative Regulations as revised.
 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

8.03 Information/ Discussion/ Action
 Policy – Truancy – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

The policy discussion addressed the Board Policy draft for Truancy as well as the Administrative Regulations for the same.

M. Rogers assisted in editing the proposed policy for the Board. See policy notes under separate cover.
 This policy is to be revisited at the next Governing Board meeting.

Notes:

Motion by _____ to _____

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"/>

No Action Taken

8.04 Information/ Discussion/Action
Policy – Bullying – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

M. Rogers assisted in editing the proposed policy for the Board. See policy notes under separate cover. This policy is to be revisited at the next Governing Board meeting.

Notes:

Motion by _____ to _____

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"/>

No Action Taken

9. INFORMATION/ DISCUSSION

9.01 Master Schedule Update - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer

K. Collins began by addressing preregistration for students, which closes next Friday, and confirming that the Board is now receiving the email reminders. K. Collins mentioned that she is being copied on the Parent List Serve emails in order to make sure they are, indeed, going out and arriving to parents. As the teachers complete preregistration for their students, they are confirming with their Regional Administrators, so we have some of the numbers available. Following are the current preregistration numbers for each learning center: Placerville has 10 students signed up for classes, Roseville (the most popular learning center which fills up quickly) has 159, Sacramento has 16, Auburn has 37, Elk Grove has 29 and the virtual learning center has 30. It is expected that these numbers will go up as preregistration completes next Friday.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- a. February 18, 2016
 - Policy – Sick Leave
 - Policy – Vacation Leave
 - Policy – Course Approvals
 - Approval of Meeting Minutes for January 21, 2016 Regular Meeting of the Governing Board

10.02 BOARD MEMBER REPORTS/COMMENT

M. Johnson requested discussion by the Board regarding ways to increase enrollment and that an update on enrollment be included on the February or March Board agenda.

M. Johnson requested that the Board self-evaluation as well as evaluation of the Superintendent be included on the February agenda. Reference was made to an existing form that will facilitate this discussion.

M. Johnson requested to address the Board in the February meeting regarding any information she may glean from the CSBA seminar on January 30.

M. Johnson requested to attend an additional CSBA workshop which is schedule for January 28, 2016.

11. ADJOURNMENT- 7:25pm

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.