REGULAR MEETING OF THE GOVERNING BOARD
ADOPTED MINUTES

Date: Thursday, February 18, 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 – 4:01 p.m.

   PLEDGE OF ALLEGIANCE

   ROLL CALL
   X   Parent Representative: Michelle Johnson (President)
   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
   ❑   Education/Community Representative: Vacant

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. – 4:14 p.m.   Back to closed session at 8:25 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

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

6:00 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 M. Johnson to approve all three (3) students with recommendations as discussed.
Second by B. Collins.
Motion Carried.

    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 continue negotiations.

    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

No action taken.

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

No action taken.

5.   STUDENT PRESENTATIONS- This presentation preceded the Closed Session

    5.01   Student Presentation – Board ENDS VAPA / Special Interest
           Singing Presentation by Auburn Road Group
- Kristen Brown
- Paxton Martin
- Alicia Paulson

Motion by A. Rynberk to accept that the Board ENDS VAPA standard has been met.
Second by S. Infante.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion carried. It has been proven with reasonable interpretation and sufficient data.

6.   REPORTS AND COMMUNICATION

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

HCS (Horizon Charter Schools) and Partners were required, in 2012, to submit a *Funding Determination Form* to the State of California. This form provided the data which showed that HCS and Partners had met specific benchmarks with respect to non-classroom instruction. For our independent study students, we provided financial information which showed that we met these benchmarks in order to receive a certain level of funding. The forms for both schools were done at the same time. HCS was approved for a three (3) year period. Partners was approved for a two (2) year period. Unfortunately, the deadline to file the form for Partners was February 2015, and it was overlooked, which means that we now have to

go through a waiver process in order for the State Board to consider putting forth that *Funding Determination Form*. WPUSD (Western Placer Unified School District) provided assistance and unanimously approved this waiver at their meeting on Tuesday.

In January 2016, information came out with regard to the Governor's budget for 2016-2017. The State is putting a higher percentage into the LCFF (Local Control Funding Formula) than we had anticipated. The estimates are that it will get us to 95% of the targeted level, which is a couple of years ahead of schedule. However, the COLA (Cost of Living Allowance) for 2016-2017 was adjusted downward. It was estimated at 2% and is now at .47%. The reason is that the economy has done well, but we are also seeing the price of oil drop dramatically. A drop in the price of oil is good to a certain extent, but if it continues to drop and bottoms out, that could spark price increases coming from the middle-east. There is a concern that it may drive a slow-down in the economy. That is something we need to watch out for because, as it stands now, the programs and dollars that we receive outside the LCFF are based upon that .47% COLA percentage, including our Special Education funding from the State. Once the LCFF is fully funded, there will not be the influx of dollars coming from the State. Going forward, it will be based upon the COLA adjustments from year to year, and at that percentage, there is hardly any increase.

In summary, we have a lot of good things with respect to the 2016 Governors proposed budget. However, as we take a look at the coming years, we must stay cognizant of the fact that we are in an extended period of time in terms of economic growth in the State. It has not been as robust, but it has been longer. The concern is that if we start to see the effects from the lower oil prices, it could trigger a big slow-down in the economy, which would translate to less dollars going in to the State coffers.

A hot button item that will be on the ballot in November is Proposition 30. If that is not extended then the State will have to pick up these funds from somewhere else, or pull back monies they have put in.

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

C. Wood highlighted the regional parent events being held this week at the learning centers. Families have an opportunity to give their feedback and we will be making accommodations for them as necessary.

M. Johnson: If they cannot make these events, is there another module where they may present their input to you?

C. Wood: There is a parent survey going out as well, which will give them opportunity to give their feedback. There will be more regional events coming in the future.

M. Johnson: Do they have to come to the event in order to get the survey?

K. Collins: The first people to get the survey will be those who attend the regional parent events. Once the regional events have taken place, we will advertise our survey through the parent list serve email distribution, as well as on our parent website.

C. Wood asks S. Infante, who attended the event, if she found it useful.

S. Infante stated that she found the event very useful. She noticed that there were several parents who attended on behalf of multiple parents. She believes it gave the principal good direction.

C. Wood: The WPUSD quarterly meeting is coming up on March 16, 2016. This is one more step in the direction of our charter renewal. While we did renew for five (5) years, we will be looking for another five (5) year renewal.

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:
         January 21, 2016 - 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   Job Descriptions – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
7.06   Certificated Management Salary Schedule – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
7.07   SARC (School Accountability Report Cards) Reports - Horizon Charter Schools and Partnership for Student Centered Learning – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
7.08   Server/Network Equipment Warranty Extensions – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
7.09   Approval of Independent Auditing Firm, Feddersen & Company, LLP, for 2015-2016 - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
7.10   Enrollment Report - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
7.11   Kidtopia – Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
7.12   Facility Contract for May All ST Meeting – Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
7.13   March Teacher In-Service Day Lunch – Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
7.14   Williams & Paddon Agreement for the Provision of Limited Professional Services – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Notes: Regarding item 7.05, the corrections to these job descriptions do not change the content.
Motion by S. Infante to approve the consent agenda with the requested edits in 7.05.
Second by K. Dahlstrom.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

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
           Horizon Charter Schools Governing Board Handbook – Horizon Charter Schools Governing
           Board – Michelle Johnson, Horizon Charter Schools Governing Board President

M. Johnson reported on her attendance at the CSBA (California School Boards Association) Board President's Workshop on Jan. 30, 2016. The workshop included Board Presidents throughout the entire State of California.

M. Johnson: I believe our Board Policy Manual is outdated. We have two, conflicting references which were based on the Carver model. We have a Resource Handbook which was compiled in 2010, and we also have a Board Policy Manual which was compiled in 2006 and revised in 2014. Many of the problems with these two manuals is that they were based on the old model. With Board approval, I suggest that we align our manual with the CSBA's boilerplate.
M. Johnson distributes hand-outs and recommends the inclusion of the Board self-evaluation and the evaluation of the Superintendent.
There was unanimous agreement for the revision of the Governance Handbook.

   8.02   Information/ Discussion/Action
           Horizon Charter Schools Governing Board Officers – Cynthia Wood, EdD, Superintendent/
           Chief Executive Officer

C. Wood began by addressing the selection of the Governing Board President and Vice President. The term of office will run from the date of this meeting to November 2016. The Board may then take a new vote for the next term of office. Currently, we have Michelle Johnson as the President. The Board may nominate

and vote in a new President or it may nominate and vote in the same one. You will need to vote in a Vice President, who will facilitate Governing Board meetings if the President is unable to attend. Self-nominations are acceptable. I am opening for discussion before nominations.

M. Johnson: I am interested in staying President.
C. Wood: Is anyone else interested?
K. Vicari: I am interested in being Vice President.
C.W: We have two singular candidates for President and Vice President from now to November.

There was a unanimous motion to nominate Michelle Johnson for Governing Board President.

	Aye	No	Abstain	Absent
Michelle Johnson:	☐	☐	X	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion carried.

Motion by B. Collins to nominate K. Vicari as Governing Board Vice President.
Second by M. Johnson.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	☐	☐	X	☐
Bob Collins:	X	☐	☐	☐

Motion carried.

    8.03   Information/ Discussion/Action
          Board ENDS Monitoring Report ELA (English Language Arts) - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer

C. Wood gave special recognition to K. Collins who spent a considerable amount of time pulling this extensive report of assessment and services together and implementing these services for our students.

K. Collins: I want to recognize C. Hartman for the data and for help editing. I would also like to recognize E. Sweiven for pulling a list of data for us. Also, many of our learning center principals participated in pulling work samples to ensure that we are including a wide range of samples from our students.

When I was pulling the report together, I was looking at three (3) different things. Our Board END, which demonstrates that we are meeting or exceeding our State standards for English Language Arts; our LCAP (Local Control and Accountability Plan) goal one, which states that our students will demonstrate academic excellence that meets or exceeds State standards; and additionally, our WASC (Western Association of

Schools and Colleges) continuous improvement action plan goal two, which is to increase proficiency in English Language Arts. There are often times in education where we have to adjust as we are looking at our data. We have had insufficient assessment data, as WASC pointed out in the recent review. One of the things that we've had to bring back into the loop is the common assessment piece. However, we do feel strongly that these are necessary changes in order for us to know how to help students. Obviously, when we have a time period when there was not an expectation that we were looking at something common together, it's a change. We have been directed through WASC that we must have a comprehensive assessment plan, with common assessments and measurable outcomes. The vast majority of what we do with curriculum, is parent driven. However, because we are State funded we don't have the option of opting-out of monitoring student progress. We must have data as a school in order to identify where we can best help and support our students.

We have instructional offerings, learning center, independent study, many online options and more to come. We have ramped up our professional development. We went from one (1) in-service to three (3) this year. Our RA's (Regional Administrators), staff and teachers are learning new information. We've slowed down our professional development plan, in order to make sure people are comfortable before we move on. We are trying to be thoughtful in how we are rolling out different strategies to help our students learn our new State standards.

We have RTI^2 (Response to Intervention and Instruction), the multi-tiered systems of support for our students who are not performing at grade level, as based on multiple measures. We have iReady, a diagnostic and instructional tool, which rolled out as a pilot last year. This year we asked students to take a beginning, mid and end of the year diagnostic to show growth as they are moving along. If the student performs below grade level, iReady will automatically give them an assignment and instruction to work on. You will see through the assessment data, the students that are taking the beginning of the year and mid-year diagnostics are showing growth. These are exciting things to share. There are also some things that I would like to see changed, such as our participation level, which is not adequate. Even though it is mandatory, we don't have 100% participation. Student achievement is the ultimate goal. With RTI^2, we have different levels of support within the tiers and T. Bertram has been instrumental in helping us pilot tier three (3) this semester.

We have to show data to address interpretations. We use the CAASPP (California Assessment of Student Performance and Progress) data to show this (referring to page 157 in the packet). We have an obligation to know which of our students are struggling and to support them. In iReady, the original assessment is reflected three (3) months later as having improved in growth. It is not the only way to show growth, but it is one indicator. However, the CAASPP is our baseline, for college readiness, it is the indicator for whether or not a student will get into the UC or CSU system. These indicators along the way are important to prepare our students. We should be seeing growth.

K. Vicari: If you look at the data from iReady and compare it to the CAASPP scores, the two don't exactly match up. Are we going to evaluate that and make sure that iReady is evaluating the right things?

C. Hartman: iReady is owned by Curriculum Associates. There are three (3) million users of iReady. Last year we piloted iReady because we heard very good things from multiple school districts across the country. The program has been in existence for six (6) – seven (7) years. We chose to move forward in purchasing a three (3) year contract, and one of the reasons for that is because we need time to fully implement as well as review and disaggregate the data specific to our school. Even though the data is concerning, it is only the first assessment.

K. Dahlstrom: Is it possible for the parent to get information on what the child is working on in iReady? So far, I have not been able to figure that out, unless I am sitting right there with my children as they are going through it.

C. Hartman: One drawback with iReady is that our teachers are the only people with access to the student reports or assignments. However, there is an assignment list that can be put into a PDF. As a parent you can go in to see what the student has done, but as far as seeing what is coming up next, you would have to ask the teacher.

M. Johnson: So, theoretically, if iReady is telling a teacher or parent that the student is meeting the standards, does that then translate into CAASPP?

C. Hartman: We do not know that yet.

M. Johnson: I hate that answer. I feel like a guinea pig and my kids are guinea pigs for 'try and see'. So our data is going to be faulty in that iReady is giving us an 'ok' on progress that does not translate into CAASPP.

C. Hartman: We don't know that yet.

M. Johnson: So what is your plan B?

C. Hartman: Right now we are not worrying too much about that, we don't have two (2) years of testing. First we need to have another round of CAASPP so that we may start identifying trends and patterns. One test does not complete data make, it's just a snapshot. We really need to have two (2) tests in order to start seeing trends and patterns, then we can compare to iReady. iReady does not have to be predictive of the CAASPP in order to help our students, that's just one way to use it. What we have to do is, look to see the correlations, once we have another round of CAASPP. The next round will help us identify the trends and patterns. We have one (1) more year of iReady to adjust where needed. Right now, iReady is supporting our students who need intervention. The students whose scores indicate below grade level achievement and are using iReady weekly, are making great gains.

M. Johnson: Do we have that data?

K. Collins: Yes, we can get you that data.

M. Johnson: I would like to see that data. If you are going to use iReady as a rubric for intervention, and you are only assuming that student achievement is going up.

C. Hartman: We have not made that assumption. There is a variety of students utilizing iReady, not just independent study, and students that are using it for 45 minutes per week, compared to students who are not, are seeing a 44% increase in math and a 65% increase in reading. We are in the data gathering mode right now. The data we are sharing with you is just to give you one more snapshot of progress. We should have common assessments.

K. Collins: In a traditional school, the common assessments are often curriculum imbedded and mandatory. They are all taking that one-curriculum assessment.

A. Rynberk: What I wanted to point out is that taking the iReady three (3) times a year, it is very overwhelming as a parent. As a Board member, I can see that it is absolutely necessary. When students are struggling, we have a tool right there to help them get better. The iReady is fundamental for parents who want their child to improve and don't know how to make it better. There are always going to be people who don't like it. But at 45 minutes a week, they aren't being asked to give up their curriculum, they are only being asked for 45 minutes of their time so that we can help them improve. We must make it appealing to the students. We used to offer prizes for students who improve. Testing is what we must do to be WASC accredited and to have our charter.

C. Hartman: We are piloting a new incentive called PIE (Personalized Intervention and Enrichment). We have asked each ST to choose one student who is performing below grade level and if they complete their prescribed intervention, they get a prize. We will see how that works, and if it goes as well as we hope, we will roll it out to the rest of the school next year.

C. Wood: The Foundation has just voted to fund those prizes through the rest of this academic year.

A. Rynberk: I have a way that the Foundation can use Office Depot cards to receive a rebate from these cards.

S. Infante: We keep comparing our iReady to our CASSPP, is there any way to know, since we have very small margins taking both tests, that we are actually testing the same students? Because our CASSPP could be a whole population who is not taking the iReady. Is there a way that you may correlate that?

C. Hartman: We can, that's one of the things we have discussed. It is not going to be easy because we will have to bring in two (2) sources of data, but we do need to do it. The good news is that, regarding the report you are looking at in iReady, one of the reasons that the number of students is low, is because those are the students who took both assessments. It is measuring a cohort of students who took the assessments within the testing window. If they took the first and then took the second outside of the testing window, they are not included in that number.

S. Infante: What about kids who are testing two (2) or three (3) grade levels ahead? Can they skip the middle and still participate in the final?

K. Collins: Yes.

M. Johnson: Tell me, what are you expecting the teacher to do?

K. Collins: For tier one (1), it may be that we ask them to 'strive for 45' in iReady, or we use the PIE chart. For some students, it may be that we just need to organize how they are doing their school work, or the teacher may decide to meet more often with the student.

    Motion by B. Collins to approve.
    Second by A. Rynberk.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion carried.

8.04   Consideration and approval of contract extension for 911 Reserve Drive - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Notes: The Board gave direction to the Superintendent to finalize the lease with the same terms, extending the contract to June 30, 2019.

Motion by B. Collins to approve the contract extension for 911 Reserve Drive.

Second by A. Rynberk.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion carried.

8.05   Consideration and approval of contract extension for 1515 Cirby - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Notes: As per the Board's direction, C. Wood has been working on negotiation of an extension of this lease. The owners of the facility have not returned the lease agreement, so we do not have a final on this yet. I do anticipate something for the March meeting.

	Aye	No	Abstain	Absent
Michelle Johnson:	☐	☐	☐	☐
Kim Dahlstrom:	☐	☐	☐	☐
Sara Infante:	☐	☐	☐	☐
Andrea Rynberk:	☐	☐	☐	☐
Karen Vicari:	☐	☐	☐	☐
Bob Collins:	☐	☐	☐	☐

No action taken.

8.06   Information/ Discussion/ ACTION
         Policy- Truancy – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood: This is a general policy that will allow administration to set procedure to these global policy reviews. If you like this format, I will continue with it. This policy allows, not only the governance of implementing the education code to address truancy issues, it allows us to take a look at what we are doing to retain students in the charter.

M. Johnson: I really like the section with the references, it puts weight into the policy.

C. Wood: It does put weight, and I see a need to put the weight with the policy if it is pertinent to what the Board is going to be stating. You will find that I will add, not only the education code at times, but also the government code or a ruling from the OCR (Office of Civil Rights), because we are not only looking at general education students, we are also looking at special education students.

Motion by A. Rynberk to approve the Truancy policy as written.
Second by M. Johnson.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion carried.

8.07   Information/ Discussion/ ACTION
         Policy- Bullying – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood: This is a non-negotiable in our organization and a zero tolerance issue. I have synthesized your comments, taking into consideration the education code, the government code, CSBA policy and neighboring districts who have put forth a policy on this subject. I have tried to bring you a policy that I believe you could respond to, but allow the latitude for our administration to set procedure that will work within our charter.

B. Collins: Considering the fact that our model includes online education, do we have more problems enforcing policy regarding cyber-bullying?

C. Wood: We have now more online education than ever before. How we are going to monitor and enforce is what the administration will be discussing for procedure. What you are putting in place here, is setting a policy that we are not going to tolerate bullying and we are going to put something in place to prevent, monitor and follow up with a disciplinary action, as necessary. Our primary emphasis is going to be on prevention. Once you put the policy in place, we will be going in the direction of what we will set forth procedurally. These procedures and guidelines will be written into the Student Handbook.

M. Johnson asks that we change the wording on page 217 from 'the Principal' to Administrator.

B. Collins: If a parent calls the office, who would they be referred to?

C. Wood: The referral will go to the designated administrator of the specific concern.

Motion by S. Infante to approve the Bullying policy as amended.

Second by M. Johnson.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion Carried.

    8.08   Information/ Discussion/Action
            Policy – Employment of Relatives - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood: This policy is a safeguard for employee relationships within the workplace.

Motion by K. Vicari to approve the Employment of Relatives policy as amended.

Second by K. Dahlstrom.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion carried.

    8.09   Information/ Discussion/ Action
            Policy – Postretirement Employment - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood: This is not our first choice, however, there are times when there may be an area of expertise needed or we are not able to hire a qualified employee to fill a vacancy. For this reason, we must have a postretirement employment policy which governs, in accordance with education code. We are stating here that we will follow the direction of the CalStrs retirement system. We will not hire anyone who does not meet the standard, and, we will stay within the allocated amount of pay and monitor in accordance. This is an administrative policy, governing that process.

Motion by B. Collins to approve the Postretirement Employment policy as written.
Second by K. Vicari.

	Aye	No	Abstain	Absent
Michelle Johnson:	X	☐	☐	☐
Kim Dahlstrom:	X	☐	☐	☐
Sara Infante:	X	☐	☐	☐
Andrea Rynberk:	X	☐	☐	☐
Karen Vicari:	X	☐	☐	☐
Bob Collins:	X	☐	☐	☐

Motion carried.

8.10   Information/ Discussion/ Action
Policy – Vacation Buy-Back - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

	Aye	No	Abstain	Absent
Michelle Johnson:	☐	☐	☐	☐
Kim Dahlstrom:	☐	☐	☐	☐
Sara Infante:	☐	☐	☐	☐
Andrea Rynberk:	☐	☐	☐	☐
Karen Vicari:	☐	☐	☐	☐
Bob Collins:	☐	☐	☐	☐

No action taken.

9. INFORMATION/ DISCUSSION

None

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS
a.   March 17, 2016
• Approval of Meeting Minutes for February 18, 2016 Regular Meeting of the Governing Board
• Enrollment

10.02 BOARD MEMBER REPORTS/COMMENT

Add Vacation buy back to March agenda.

11. ADJOURNMENT

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.