



REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, April 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

PLEDGE OF ALLEGIANCE

ROLL CALL

- Parent Representative: Michelle Johnson (President)
- Parent Representative: Karen Vicari (Vice President)
- Parent Representative: Andrea Rynberk
- Parent Representative: Sara Infante
- Parent Representative: Kimberly Dahlstrom
- 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.

3. CLOSED SESSION – Superintendent’s Office, 2800 Nicolaus Road, #100, Lincoln, CA **(4:04 P.M.)**

- 3.01 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Employment Agreement for Superintendent/Chief Executive Officer: Contract Discussion.
Michelle Johnson, Horizon Charter Schools, Governing Board President
Attorney, Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
- 3.02 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)
Discussion concerning: Unrepresented Employee: Superintendent/ Chief Executive Officer
Attorney, Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.03 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)
Discussion concerning: Unrepresented Employee: Superintendent/ Chief Executive Officer
Attorney, Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief
Academic 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)
Consideration of Labor Negotiations
Horizon Certificated Employees Association
Kim Bogard, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.06 CONFERENCE WITH LABOR NEGOTIATORS – (Government Code Section 54957.6)
Consideration of Labor Negotiations
California Schools Employees Association
Kim Bogard, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.07 CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation – Significant exposure
to litigation pursuant to paragraph (2) or (3) of subdivision (b) of Government Code Section
54956.9)
James Ward, ESQ, Evans, Wieckowski, Ward and Scoffield, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations
Officer

6:00 P.M. (6:09 P.M.)

4. ADJOURN TO OPEN SESSION

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

- 4.01 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Employment Agreement for Superintendent/Chief Executive Officer: Contract Discussion.
Michelle Johnson, Horizon Charter Schools, Governing Board President
Attorney, Paul Thompson, ESQ, Fagen, Friedman and Fulfroft, LLP

Direction was given to the Superintendent to complete her part and continue the process

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

No Action Taken

- 4.03 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)
Discussion concerning: Unrepresented Employee: Superintendent/ Chief Executive Officer
Attorney, Paul Thompson, ESQ, Fagen, Friedman and Fulfroft, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Kelly Collins, Interim Assistant Superintendent Educational Services/ Chief
Academic Officer

Direction was given to the Superintendent to complete the 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

Direction was given to the Superintendent to pursue facility options

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

No Action Taken

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

No Action Taken

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

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

Direction was given to the Superintendent to continue specified negotiations

6:10 P.M. (6:15 p.m.)

5. STUDENT PRESENTATIONS

Board ENDS – Social Studies and I.D. Science

Dan Kealy, ABC, VLI and Learning Center Teacher – Social Science, presented a student PowerPoint presentation on D-Day.

Lisa Voss, Department Head, Science, ABC and Learning Center Teacher – Science, shared her student’s silent movie presentation on Newton’s Three (3) Laws.

6. REPORTS AND COMMUNICATION

6.01 Horizon Certificated Employees Association
No Statement Submitted

6.02 California Schools Employees Association
No Statement Submitted

6.03 Assistant Superintendent, Business Services/ Chief Business Official– Daniel B. Schuler

D. Schuler reported on three (3) items. He began with the recommendation to the Advisory Commission on Charter Schools (ACCS) committee regarding the Horizon Charter Schools (HCS) funding determination for 2015-2016. This recommendation was for four (4) years, which is the same funding period that was in place for HCS last year.

Secondly, the California Department of Education (CDE) has received the Partnerships for Student Centered Learning (PaSCL) funding determination form, which will be on the agenda in June. This recommendation, with regard to the length of the funding period, should be resolved by the beginning of June. The charter is hoping for a four (4) year funding period for PaSCL which will coincide with the HCS funding period recommendation.

The final item that D. Schuler spoke to was, the PERS employer contribution. This has been set for 2016-2017 at 13.888% which is almost one (1) percent higher than the previous estimate of 13.05%.

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

C. Wood highlighted the three (3) in-services which began with orientation in August 2015 and are now concluding this school year with some recognition events. May 2 will be the all Supervising Teacher event, where we will be acknowledging the teachers and celebrating them at the learning centers. May 12 is when we will be honoring our classified and confidential staff. In June, we will

honor the administrators. C. Wood continued by thanking the HCS Governing Board for their anticipated participation at the 2016 Graduation ceremony to be held at the Memorial Auditorium on May 22. C. Wood will be delivering the graduation address. The theme will be students who are “Marked for Good”. The Foundation will be selling selected items at the ceremony. C. Wood confirmed that items may now be ordered online from the HCS Store. All proceeds go to the Foundation and will be used to fund student scholarships and programs that support our students.

C. Wood stated, “Acknowledgement of our employees and building unified spirit and pride builds a happy organization, that supports its students.

C. Wood acknowledged S. Infante who shared the Sage Map Contest award that was won by HCS students at the El Dorado County Fair this month. Twelve (12) students from HCS won awards. Five (5) students received first place awards.

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:
March 17, 2016 - Regular Meeting of the Governing Board
- 7.02 Approval of Warrant Report
Horizon Charter Schools
- 7.03 Approval of Certificated Personnel Report – Terri McGill, Assistant Superintendent,
Administrative Services/ Chief Operations Officer
- 7.04 Approval of Classified Personnel Report – Terri McGill, Assistant Superintendent,
Administrative Services/ Chief Operations Officer
- 7.05 Approval of Enrollment Report - Daniel B. Schuler, Assistant Superintendent, Business
Services/ Chief Business Official
- 7.06 Approval of Horizon Community Church Facility Usage- JaDene Jones, Director,
Operations

S. Infante asked for clarification of item 7.05 and the actual enrollment numbers. Y. Allen stated that the original budget was built on last year’s P2 actual enrollment and Average Daily Attendance (ADA) came in at 93% of that. This document was used for trending purposes, so some of the information is showing the prior year’s numbers.

Motion by: A. Rynberk to approve the Consent Agenda

Second by: S. Infante

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

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

LCAP (Local Control Accountability Plan) – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer; Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer

C. Wood introduced the Draft LCAP by stating that the HCS and PaSCL plans have had full participation of administration. A vote may be taken this evening or at the May Board meeting before it is submitted to Western Placer Unified School District (WPUSD) for final oversight by their Governing Board.

A. Rynberk stated there is no drawback to approving the Draft LCAP tonight.

K. Collins gave a summary of the Draft LCAP and touched on what administration has done to adhere to the guidelines set by the State. She stated that the input from the parent surveys, as well as feedback from administration, make it possible to narrow down the specific concerns that our stakeholder groups have been expressing.

K. Vicari asked about the similarity between 2016-2017 and 2017-2018. There is not much added from one year to the next. She inquired if this is normal.

K. Collins replied that charter schools are not required to have a three (3) year plan, they are only required to have a one (1) year plan, however, we have elected to follow the three (3) year plan because we find that beneficial for our school in many ways. You are not going to see as much detail in the 2017-2018 and 2018-2019 projections because it is a fluid document and will be changing as time unfolds. This is a positive thing because HCS is not locked into a situation that

may not work for the organization. It allows flexibility. Some actions and services are exactly where we said we would be and some are not, only because something different occurred or we got further than we thought we would.

Motion by: K. Vicari to approve the Local Control Accountability Plan for Horizon Charter Schools

Second by: M. Johnson

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

Motion Carried

Motion by: K. Vicari to approve the Local Control Accountability Plan for Partnerships for Student Centered Learning

Second by: M. Johnson

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

Motion Carried

8.02 Information/ Discussion/Action

Board ENDS Monitoring Report Social Studies and Science- Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer

K. Collins introduced Lisa Voss, Science Department Head and Dan Kealy, Social Studies Department Head, who brought student work samples.

M. Johnson asked how long it takes to get the key data from the assessments this year.

Motion by: A. Rynberk to approve the Board ENDS Monitoring Report for Social Studies and Science. It has been proven with reasonable interpretation and sufficient data.

Second by: B. Collins

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

Motion Carried

8.03 Information/ Discussion/ ACTION

Horizon Charter Schools Governing Board Handbook – Horizon Charter Schools Governing Board – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer;
Michelle Johnson, Horizon Charter Schools Governing Board President

Notes: It was determined that the Handbook needed simplified language and a diagram.

No Action Taken

8.04 Information/ Discussion/ ACTION

Horizon Charter Schools Governing Board Vacancy - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

At the Boards direction, the position was again advertised. Only one (1) return application was received. The second candidate did not have the required qualifications. The Board may either take the first candidate further in the process or advertise the position again.

Notes: The Board decided to schedule the interview with the one candidate whose application was received.

No Action Taken

8.05 Information/ Discussion/ Action

Policy – Vacation Buy-Back - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Notes: This policy is currently under review with our Attorney. C. Wood anticipated a final draft for the May Governing Board meeting.

No Action Taken

8.06 Information/ Discussion/ Action

Policy – Superintendents Responsibilities and Duties - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: S. Infante to approve the Superintendents Responsibilities and Duties policy as corrected.
 Second by: K. Dahlstrom

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

Motion Carried

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

Motion by: K. Vicari to approve the Filling Board Vacancies policy
 Second by: A. Rynberk

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

Motion Carried

8.08 Information/ Discussion/ Action
 Marketing Proposal - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood spoke on the requirements of the two (2) marketing companies that she has met with twice, as well as the presentations from each. The presentations were quite similar. Both companies are looking at research studies, evaluation of our competitors and evaluation of our marketing population. Both companies believe that they will be able to market HCS successfully, measure where the organization is going and assist in increasing student enrollment. There are two (2) key areas that have been communicated to these companies. The first is a complete overhaul of the HCS website. Both companies firmly believe that in order to market HCS effectively, they must spend some time studying the organization. The second key area was the Superintendent’s Message. C. Wood has been consulting with S. Herrera in the IT Department about rebranding the Superintendent messages that go out to HCS families and staff. The Superintendent’s message, whether it be in video or audio form, would be a way to connect the Superintendent with the families, using the face of the Superintendent as well as our administrators and parents. Another item that was addressed was the word of mouth component.

Interestingly, both marketing companies, independent of one another, came up with the same message, which was, ‘What is your focus?’, ‘What do you want to market?’, ‘Who are you, as an organization?’ C. Wood then outlined what she will be addressing with these marketing companies

next. The specifics of the two (2) proposals will be reviewed by our administrators, considering what we want to do to focus HCS for the immediacy of the marketing campaign. The highest need of HCS right now is to build enrollment.

M. Johnson commented that we have a tendency to fall behind what is now 'cutting edge' in the realm of homeschooling, such as tag words that people respond to. She believes that consulting with a parent representative would be helpful in determining what is current and what is obsolete.

C. Wood communicated that the marketing company we choose would take HCS through that process. They will want to speak with our stakeholders and may remain on location for a period of time.

B. Collins suggested that the Board get together and speak about the issues that seem to keep coming around. He maintained that we need to come to a general agreement of who we are and where we want to go. Do we want independent study? Do we want the Carver model? Do we want learning centers? Do we want ENDS? The foundation by which we may make decisions in the future, should be a definition of who we are, what we represent and where we want to go. Otherwise we are spinning our wheels.

A. Rynberk said that if we are going to put money into our marketing plan, we must first define who we are and where we are going. It will undercut our marketing and waste funds if we are not clear on our identity. We can change the website, because that is crucial, but we must define who we are prior to paying thousands of dollars for marketing.

C. Wood said it is time to focus. We have many choices and we hang our hat on personal choice. If we define our charter first, know our target, and know our ENDS, the facilities decisions and student funding will all fall into place.

A. Rynberk addressed C. Wood directly, saying, that to be fair, C. Wood has been asking for this for a long time, fixing pot holes in the road along the way and at the same time, she has been asking if the road we are on is where we want to go.

M. Johnson believed that we must be careful not to wedge ourselves into something we are not. She believed that we must be accepting of our populace instead of trying to change them. She stated that she sees a lot of friction in that approach.

C. Wood responded that we are not trying to change people, we are trying to focus on what we want to offer to our people, not taking away their choices. However, the choices have become so detailed and so broad with so many options, that after a while, we become unsure of where we need to focus. Demographics will factor in to what our decisions are. They will not be ignored or forced to change. Although we would like to minimize the number of people who don't like the changes that may take place, we still must focus on what is best for HCS as a whole.

S. Infante suggested that the Governing Board hold a special meeting to discuss the marketing details, prior to paying for marketing.

B. Collins stated that the administrative staff should be included as much as possible in this meeting.

C. Wood said that she will set up the Special Meeting so that the Administrative Staff is available and she will let the Board know what is required. Administrators will implement in whatever global direction the Board votes. C. Wood will address and discuss this with the Administrative staff.

Direction given to the Superintendent to call a Special Board Meeting to address HCS direction

9. INFORMATION/ DISCUSSION

S. Infante said “The Eagles Nest in Placerville was held and was wonderful. T. Stull did a wonderful presentation. C. Hartman and E. Sweiven did a fantastic job and put a lot of effort into this”.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

a. May 19, 2016

10.02 BOARD MEMBER REPORTS/COMMENT

11. ADJOURNMENT (8:13 P.M. back to closed session)

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.