



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

Date: Thursday, May 19, 2016  
Meeting Place: Horizon Charter Schools Board Room  
2800 Nicolaus Road, #100  
Lincoln, CA 95648

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

1. CALL TO ORDER – Horizon Charter Schools Board Room

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. (4:02 P.M.)**

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

- 3.01 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)  
Employment Agreement for Superintendent/Chief Executive Officer: Contract Discussion.  
Horizon Charter Schools Governing Board  
Attorney, Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 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 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
- 3.04 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
- 3.05 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)  
Feasibility Study, Horizon Learning Centers  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.06 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
- 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)  
Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer  
Terri McGill, Assistant Superintendent Administrative Services/ Chief Operations Officer

**6:00 P.M. (6:03 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.  
Horizon Charter Schools Governing Board  
Attorney, Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Agreement by the Governance Team to extend Final Evaluation to the June, 2016 Board meeting.

- 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 Fulfroost, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Agreement by the Governing Board to extend the Superintendent/ Chief Executive Officer contract.

- 4.03 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

Direction given to the Superintendent to continue negotiations.

- 4.04 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

Direction given to the Superintendent to continue negotiations.

- 4.05 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)  
Feasibility Study, Horizon Learning Centers  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction given to the Superintendent to continue negotiations.

- 4.06 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 given to the Superintendent to continue negotiations.

- 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)

Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer  
Terri McGill, Assistant Superintendent Administrative Services/ Chief Operations Officer

Direction given to the Superintendent.

## **6:10 P.M.**

### 5. STUDENT PRESENTATIONS

- 5.01 2016 Laurie Cox Scholarship Award – Michaela Neal  
Lori Neal, mother  
Will Neal, father

Cox Family Members – Michael Cox and Family  
Presenter: Ramona Rogers, Horizon Charter Schools Education Foundation,  
Administrative Representative

- 5.02 Student Presentation – Policy 2.0: Special Interests and Talents

Department Head, Judith Hawkins, gave a seven (7) minute slide show presentation of work from her art students for the VAPA (Visual And Performing Arts) requirement.

### 6. REPORTS AND COMMUNICATION

- 6.01 Horizon Certificated Employees Association  
See Attached  
6.02 California Schools Employees Association  
No Statement Submitted  
6.03 Assistant Superintendent, Business Services/ Chief Business Official– Daniel B. Schuler  
6.04 Superintendent/ Chief Executive Officer– Cynthia Wood, EdD

C. Wood brought attention to the graduation ceremony coming up on May 22, 2016 at the Memorial Auditorium. Two hundred eighty six (286) students will be accepting their diplomas. C. Wood gave acknowledgement to J. Nunes for organizing the production and also acknowledged C. Garcia and C. Caslan.

## 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 business following the approval of the consent agenda.*

- 7.01 Approval of Meeting Minutes for:  
April 21, 2016 - Regular Meeting of the Governing Board
- 7.02 Approval of Warrant Report- Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.03 Approval of Enrollment Report - Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.04 Approval of Certificated Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.05 Approval of Classified Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.06 School Steps MOU - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.07 Rosetta Stone Cost Proposal - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.08 Valley Springs Facility Rental for 2016/2017 Inservice Days - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.09 ALEKS Subscription - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.10 Apex Learning High School Course - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.11 Atomic Learning Renewal - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.12 BrainPOP Quote - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.13 Compass Learning - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.14 Discovery Education - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.15 Discovery Education/ Science - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.16 eDynamic Agreement - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.17 FLVS- Math Agreement - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.18 IXL Learning - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.19 Read Naturally - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer

- 7.20 Citrus Heights Fun Day - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.21 Turnitin Writing - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.22 Approval of 403b / 457b Provider – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official

Motion by: S. Infante to approve consent agenda

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. 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

Board ENDS – Monitoring Policy 2.0: Special Interests and Talents - Kelly Collins, Interim Assistant Superintendent, Educational Services/ Chief Academic Officer

K. Collins brought attention to the fact that this was the last Board ENDS presentation for the school year. She acknowledged Horizon Charter Schools students, parents and teachers and the Directors who have contributed greatly to these reports.

Motion by: A. Rynberk to approve Policy 2.0: Special Interests and Talents. It has been proven with reasonable interpretation and sufficient data.

Second by: K. Vicari

	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

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

Applicant, Mary Lou Smith, was interviewed by the Horizon Charter Schools Governing Board members.

	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"/>

Unanimous decision to appoint Mary Lou Smith to the Governing Board as Education/ Community Representative.

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

C. Wood stated that until the changes to the Mission Statement are completed, we will not be voting on the Governing Board Handbook. The requested diagram was added and previously addressed changes were made.

B. Collins asked for one final draft to be presented to the Board with all suggested changes incorporated.

S. Infante believed that presenting the Governing Board Handbook in small sections would be easier than tackling the whole thing at once.

M. Johnson stated that she would like input at each stage. It would be better to spend time on the individual issues as they come up.

K. Vicari suggested that the Handbook deserves 10-15 minutes at the board meetings. Each piece is useful to go through in bite sized pieces.

C. Wood asked if it would be helpful to add a time limit.

A. Rynberk asked how far we are into the project.

C. Wood said that we are about a quarter of the way through.

A. Rynberk mentioned that it would be helpful to her if C. Wood were to bring in a draft of how she thinks it should be written.

M. Johnson said that is fine, as long as education code is cited.  
Item moved to the June agenda.

8.04 Information/ Discussion/ Action  
Consideration and Approval of Assistant Superintendent, Administrative Services/ Chief  
Operations Officer Contract - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: A. Rynberk to approve the contract for the Assistant Superintendent, Administrative  
Services/ Chief Operations Officer

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.

8.05 Information/ Discussion/ Action  
Consideration and Approval of Assistant Superintendent, Educational Services/ Chief  
Academic Officer Contract - Cynthia Wood, EdD, Superintendent/ Chief Executive  
Officer

Motion by: K. Vicari to approve the contract for the Assistant Superintendent, Educational Services/  
Chief Academic Officer

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.



8.06 Information/ Discussion/ Action  
 Consideration and Approval of Superintendent/ Chief Executive Officer Contract - Horizon  
 Charter Schools Governing Board

Motion by: M. Johnson to approve the adoption of the second amendment to the Chief Executive Officer contract, extending the contract to June 2019.

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.

9. INFORMATION/ DISCUSSION

None

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

a. June 16, 2016

10.02 BOARD MEMBER REPORTS/COMMENT

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](http://horizoncharterschools.org)  
 The Governing Board may be reached via e-mail at: [horizonboard@hcs.k12.ca.us](mailto: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.