



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

Date: Thursday, September 15, 2016
Meeting Place: Horizon Charter Schools Board Room
2800 Nicolaus Road, #100
Lincoln, CA 95648

**REGULAR BUSINESS MEETING
3:00 P.M. START**

1. CALL TO ORDER – Horizon Charter Schools Board Room (3:02 p.m.)

PLEDGE OF ALLEGIANCE

ROLL CALL

- X Parent Representative: Karen Vicari (President)
- X Community Representative: Bob Collins (Vice President)
- X Parent Representative: Andrea Rynberk
- X Parent Representative: Sara Infante
- X Parent Representative: Kimberly Dahlstrom
- X Education/Community Representative: Mary Lou Smith
- Parent 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.

3:10 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 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Employment Agreement for Superintendent/Chief Executive Officer: Contract Discussion.
Horizon Charter Schools Governing Board
Paul Thompson, ESQ, Fagen, Friedman and Fulfrost, 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
Paul Thompson, ESQ, Fagen, Friedman and Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive 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, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.05 CONFERENCE WITH LABOR NEGOTIATORS – (Government Code Section 54957.6)
Consideration of Labor Negotiations
California School Employees Association
Kim Bogard, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.06 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
Feasibility Study, Horizon Learning Centers
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)
Lindsay Moore, ESQ, – Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 3.08 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)
Anne Sherlock, ESQ, – Fagen, Friedman & Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

6:00 P.M.

4. ADJOURN TO OPEN SESSION (6:10 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

Motion by: S. Infante to accept Admin Panel student #1616 with recommendations and stipulations.

Second by: K. Dahlstrom

	Aye	No	Abstain	Absent
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"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

4.02 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Employment Agreement for Superintendent/Chief Executive Officer: Contract Discussion.
Horizon Charter Schools Governing Board
Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, 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
Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive 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, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

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

No action taken.

4.06 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.

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

No action taken.

4.08 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)

Anne Sherlock, ESQ, – Fagen, Friedman & Fulfroost, LLP

Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: A. Rynberk to approve closed session item 4.08.

Second by: M. L. Smith

	Aye	No	Abstain	Absent
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"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

6:10 P.M.

5. STUDENT PRESENTATIONS

None

6. REPORTS AND COMMUNICATION

6.01 Horizon Certificated Employees Association
Statement Attached

6.02 California School 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

- Acknowledgement of Past President’s Service

C. Wood acknowledged M. Johnson as an honored guest and for her past service as an officer of the Governing Board. Members of the Governing Board also expressed their gratitude and gave positive comments. An engraved, commemorative clock was presented to M. Johnson in appreciation of her service.

C. Wood then invited K. Collins and E. Sweiven to the podium to provide a response to last month’s Horizon Certificated Employees Association (HCEA) statement regarding the delay of curriculum at the start of this school year.

E. Sweiven began by describing the steps that were taken to ready the curriculum for the new school year. He explained that Horizon Charter Schools (HCS) interfaces with four (4) to five (5) different vendors to provide the services utilized by students with regard to virtual courses. One of these vendors is School Pathways. E. Sweiven continued by explaining that it is a very intricate information system. Until a student becomes active in the school’s system, they are not able to access the curriculum, information or tools. This year, School Pathways duplicated classes that the students had signed up for. It took time at the onset, to manually correct those errors. An additional issue presented itself with regard to yet another of our vendors, who did not give access to the new curriculum until one (1) week prior to the start of school. This was due to issues that this particular vendor had on their side. However, our students were able to log in on the first day of school and begin.

K. Collins added clarification that the duplication of classes presented a big problem. However, in terms of progress and continued improvement, she could not be more proud of the staff and what has been accomplished. Hours of work were spent over the summer reviewing and revising the key assignments and making sure that they were outlined for students so there would be no confusion. K. Collins added that staff will continue to strive for improvement.

K. Vicari agreed, adding that the orientation was amazing and things are being done better and faster each year. She would have liked to see the curriculum arrive sooner. K. Vicari inquired as to whether the issues experienced this year would be solved in future years.

E. Sweiven stated that many of the issues reside with School Pathways. For instance, the duplication problem happened last year and they recognized it and promised to have it fixed this year, however, it obviously was not.

K. Vicari noted that the process has improved and the hard work is evident.

K. Collins added that she would prefer for teachers and students to be able to view and review the work prior to the first day of school, however, this is a CalPads issue and we had no choice.

B. Collins inquired as to why we had to wait until the first day of school.

E. Sweiven replied that it has to do with the Average Daily Attendance (ADA). When students go active in the information system, it records them in the ADA and reports their enrollment to the State. If students are added prior to the first day of school, it compromises those calculations.

K. Collins stated that this also occurs when trying to enroll students in classes prior to the start of school. These students do not show up as active in the class, they show up in a 'pre-enroll' status until the first day of school. As a result, their enrollment does not hit student budgets until the first day of school.

A. Rynberk stated that the communication with teachers from Virtual Learning Instruction (VLI) was very helpful and that she appreciated how many people came to her aid with regard to the glitches. She also noticed that some of the glitches, such as APEX, were out of our control. A. Rynberk requested that the VLI staff communicate with parents on what they do know prior to the start of school, perhaps giving the students access to something that they can start on while they await the curriculum.

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 August 18, 2016 – Regular Meeting of the Governing Board
- 7.02 Approval of Enrollment Report – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.03 Approval of Warrant 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 Approval of Shady Creek Science Camp – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.07 Approval of Placer County Office of Education (PCOE) Teacher Induction Program – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.08 Approval of Redbird Proposal for English Language Arts (ELA)/ Writing and Math – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.09 Approval of Transportation for Special Education – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.10 Approval of Vista Child Therapy Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.11 Approval of Theraplay Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.12 Approval of The Speech Pathology Group Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.13 Approval of Total Education Solutions (TES) Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.14 Approval of Speech and Language Therapy Associates Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

- 7.15 Approval of Sierra School Eastern Upper Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.16 Approval of Shawn Benjaminson Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.17 Approval of Point Quest Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.18 Approval of Dr. Peggy Holcomb, Independent Educational Evaluation (IEE) MOU – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.19 Approval of Opportunity Acres Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.20 Approval of Maxim Healthcare Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.21 Approval of Learning Solutions Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.22 Approval of Jane Johnson Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.23 Approval of Eaton Interpreting Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.24 Approval of Asia Batchelor Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.25 Approval of American River Speech Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- ~~7.26 Approval of Copier Fleet Replacement – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official~~
- 7.27 Approval of Clear Channel Contract – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official
- 7.28 Approval of PCOE (Placer County Office of Education) 2016-2017 Technology, Fiscal & Information Services Contract – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: K. Dahlstrom to approve the consent agenda excluding item 7.26.

Second by: B. Collins

	Aye	No	Abstain	Absent
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"/>
Mary Lou Smith:	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

8.01 Information/ Discussion/ Action

Consideration and approval of Fund Balance Designation-Fiscal Year 2015-2016– Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official

D. Schuler began by addressing the recommendation from Western Placer Unified School District (WPUSD), which was discussed with the Auditors when they were here, to put a designation on unrestricted fund balances which would set those monies aside and not allow them to be used without a Governing Board vote. He appealed to the Governing Board to set aside a dollar amount equal to the prepaid expenses that we have on the balance sheet as of June 30, 2016.

D. Schuler then addressed the other amounts in the recommendation which are based upon economic uncertainties. The prepaid expenses are based upon the number from the trial balance as of June 30, 2016. The dollar amount for the economic uncertainties was based upon 50% of the unrestricted fund balance on hand as of June 30, 2016, recognizing that is what was projected for fiscal year 2018-2019.

B. Collins asked if this designation is for fiscal year 2016-2017 audited financials.

D. Schuler replied that it is. It will be in the 2015-2016 audited financials and will carry over.

B. Collins inquired as to how long this could be carried over.

D. Schuler replied that until the Governing Board acts, that money will have the restriction on it.

K. Vicari asked what would happen if this is not done.

D. Schuler replied that technically, those monies would be available for any purpose by Board approval. With planned deficit spending, HCS does not want to be in a position to go past a certain point. For example, in the event that Proposition 55 does not pass, when fiscal year 2018-2019 comes about, HCS would have a layer of insulation, so to speak, at the local level.

C. Wood added that this is a conservative direction to take.

Motion by: B. Collins to approve the Fund Balance Designation-Fiscal Year 2015-2016.

Second by: A. Rynberk

	Aye	No	Abstain	Absent
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"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

8.02 Information/ Discussion/ Action

Consideration and approval of Unaudited Actuals-Fiscal Year 2015-2016– Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official

D. Schuler began by stating that the Unaudited Actuals is a required process that is done on an annual basis. The original budget must be passed by the Board of Education prior to June 30. The unaudited actuals by September 15. The first interim is due in December and the second interim is due in March. The first interim is based upon the time period through October 31 and the second interim is through January 31.

The funding amount for 2014-2015 was based upon an ADA (Average Daily Attendance) of 2,382 students, whereas the funding amount for 2015-2016 was based upon an ADA of 2,309 students. This represented a 7.5% drop in ADA from year to year. A corresponding decrease in revenue may be expected because of the fact that the preponderance of the revenue that is generated in the State, is put into the Local Control Funding Formula (LCFF). However, because of the fact that HCS is in the ramp-up period of the LCFF, an increase of almost 13% in revenues was actually realized. That was made up primarily in the LCFF and also in other State funding because of the large influx of one-time dollars. HCS will see one-time dollars again in 2016-2017, just not at the level seen in 2015-2016. Because of the decreasing enrollment, HCS saw expenditures stay somewhat stable. Last year, an approximate \$1,000,000.00 in operating surplus was realized. This year, it will be in excess of \$3,000,000.00. This was anticipated because the State was putting in excess dollars to ramp-up the LCFF. Based upon where HCS enrollment is today and the percentage attributed to the ADA, which is about 93%, HCS is around 2,000 students, in terms of anticipated ADA. The budget is based upon an ADA of 2,247. While a drop was anticipated, HCS did not anticipate this much of a drop. There is, generally, an increase in enrollment when moving toward the end of the calendar year. The question is whether or not the trend will be higher than what is presently seen. This year is a positive fiscal year and another is projected for 2016-2017 in terms of still being relatively stable. The question is whether or not the enrollment will accommodate the instructional funds that we need increased in 2016-2017.

It was noted that the enrollment report is a routine entry in the Governing Board packet each month.

Motion by: A. Rynberk to approve the Unaudited Actuals-Fiscal Year 2015-2016.

Second by: S. Infante

	Aye	No	Abstain	Absent
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"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

8.03 Information/ Discussion/ ACTION

Consideration and approval of Superintendent/ Chief Executive Officer Contract Amendment
Paul G. Thompson, ESQ, Fagen, Friedman & Fulfroft, LLP

Motion by: M. L. Smith to approve the Superintendent/ Chief Executive Officer Contract Amendment.

Second by: B. Collins

	Aye	No	Abstain	Absent
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"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

8.04 Information/ Discussion/ Action

Consideration and approval of Employee Handbook- 2016/2017 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer, Brian Spears, Human Resources Administrator/ Uniform Compliance Officer

T. McGill addressed the Board by introducing the Employee Handbook which has undergone several modifications. The last time it was modified was in 2011, since then, there have been numerous regulatory statutes that have come about, which were not incorporated into the Handbook. The focus was to ensure that this Handbook was in compliance with any legal regulations and to remove any obsolete verbiage.

C. Wood asked for at least one example of the modifications that were done.

T. McGill directed the board to several of the modifications that were made in the Handbook.

M. L. Smith inquired as to where this information came from.

T. McGill stated that the information for these modifications came from the Employment Development Department (EDD), Equal Employment Opportunity Commission (EEOC), the County and HCS research and attorney input.

K. Vicari asked what HCS' legal obligation is, and if it is acceptable to wait five (5) years to revise the Handbook.

C. Wood stated that HCS will bring Handbook revisions to the Governing Board every year.

A. Rynberk asked that the language be very clear on the topics where HCS has been vulnerable in the past.

Administration wanted the Governing Board to know that HCS is current and within legal boundaries. This Handbook will also be brought before Western Placer Unified School District (WPUSD).

Motion by: K. Dahlstrom to approve the Employee Handbook.

Second by: B. Collins

	Aye	No	Abstain	Absent
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"/>
Mary Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

9. INFORMATION/ DISCUSSION

9.01 MTSS/ELD Presentation (Multi-tiered System of Supports/ English Language Development)– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer, Tabitha Bertram, MTSS/ELD Coordinator

K. Collins began by introducing T. Bertram, HCS' newest Regional Administrator. T. Bertram also serves as the school-wide Coordinator for MTSS as well as the school-wide ELD Coordinator.

K. Collins began by explaining MTSS. It is the research based framework which holds Response to Intervention and Instruction (RTI) students, who are our struggling students. However, it also includes students who may have behavioral struggles which are impacting their learning, and gifted or advanced students, who need additional support to surpass their achievement. MTSS is adopted in California and focuses on the common core State standards. It is multi-tiered and comprehensive and puts supports for educators in place as well. This includes parents and teaching staff, as well as the school community as a whole. Whereas RTI focused only on the struggling students and interventions and supports for them, now HCS is looking at the whole picture. Referring to the visual, K. Collins directed attention to how all three (3) tiers of RTI fall under the umbrella of MTSS. HCS' school-wide professional development plan falls under this layer of professional

development for every school stakeholder; parents, administration, classified staff and certificated staff. It will show how HCS is developing professionally as a school-wide organization. Also under the MTSS umbrella, is curriculum design.

Positive Behavioral Interventions and Support (PBIS) is newer and also falls under MTSS. Not all families have a high level of parental support. Some families have parents that are intricately involved, and other, at risk students, have life challenges which prohibit them from academic success. PBIS is a way by which HCS is able to provide supports in those social and emotional areas to get the student past the pitfalls. These supports tend to the whole child.

K. Collins stated that she is proud to report that HCS is far along in the process of developing the procedures and structures for all of those items that fall under MTSS. Student Study Team (SST) also falls under MTSS. This is where HCS parents team up with the Supervising Teacher (ST), their Administrator and other school personnel to build a plan of intervention for the student.

The 504 Plan is under MTSS as well. If there is a physical or mental impairment that a student is suffering from, a 504 Plan will come into play to support that student so that they may learn and participate in general education curriculum.

i-Ready, the universal online assessment used by HCS, is also under the MTSS umbrella. It is one of the instructional tools used to support students by identifying issues that the student may be struggling with.

HCS also has a Tier 3 intervention pilot which was started last spring. Tier three (3) students are two (2) or more years below grade level in the subject areas of ELA and Mathematics. Preliminary results have been very positive. Administration will be expanding this in the fall. Outside vendors were used to work one (1) on one (1) with these students and the results will be shared as the fall pilot progresses.

K. Collins went over the flow chart which shows the different contacts for each area under MTSS.

T. Bertram has implemented HCS' first ELD program. English Learner students, making sure that their needs are met and that they are reaching their academic potential, are very important to HCS.

A. Rynberk suggested adding verbiage to the HCS website which would show the parent resources available for students as well as short reviews from parents who have successfully used these resources. A quick list of parent resources, available at their fingertips, would be very helpful.

T. Bertram began by introducing the ELD presentation that had been previously shared with classified staff. English Language Learners (ELL) are students with a primary language other than English. The State approved Home Language Survey is completed by the parent when the enrollment packet is completed. ELL's are determined to lack the necessary, clearly defined English language skills of listening comprehension, speaking, reading and writing. This is decided by the California English Language Development Test (CELDT) which is taken by ELL's on an annual basis, until they become reclassified as English proficient. The terms English Learner (EL) or English as a Second Language (ESL), in literature are referring to someone for whom English is not

the native language. ELD is the instruction designed to help English Learners develop proficiency of the English language. In California, ELD standards have been created to help guide the educators in implementing ELD into their daily instruction. In 2018, the CELDT will be called the English Language Proficient Assessment for California (ELPAC). This will be aligned with the new California ELD standards that are being created. This year HCS has adopted a specific curriculum. The ESL Reading Smart is an online curriculum to support our English Learners in grades four (4) through twelve. It is free and all Horizon Charter Schools English Learners will engage in this for 30-minutes, three (3) times a week. There is also an ELD course that High Schoolers may take as an elective for five (5) credits. It may be taken once per semester throughout the High School years. HCS also has an English Learner Advisory Committee (ELAC), which was developed last spring when two (2) sessions were hosted. The purpose of ELAC is to serve as a support for ELL families.

B. Collins asked if the Supervising Teachers (ST's) are fluent in these languages (Spanish and Russian) or if HCS is looking for teachers with these language skills.

T. McGill replied that for the ST population, HCS has not had many applicants who are fluent in these languages. However, there are some ST's with this knowledge on staff, and they are already working with the ELL students, when possible.

9.02 Guidance Department Presentation – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer, Cat Kaslan, Melora Klusnick and Gabe Robert, Guidance Department

C. Kaslan, M. Klusnick and G. Robert introduced themselves and went over their calendars and locations during the week.

C. Kaslan addressed the year at a glance calendar which shows the upcoming workshops and events as well as the course offerings, the college readiness tests and the career inventory type tests that are being offered for students.

C. Kaslan took the board through the course catalog and explained that this would be on the website for prospective students to browse.

G. Robert spoke about Career Awareness Month, which will be held in December. G. Robert will be piloting the program which will hold workshops in each of the learning centers. It will be focused upon career exploration as well as giving them practical skills such as building a resume and preparing for interviews. Additionally, G. Robert will be undertaking the 8th grade High School orientation. This orientation is designed to provide students with the needed basics when entering High School. The goal is to set students up to be as successful as possible, making the HCS student aware of the different pathways offered at HCS, including A-G College Preparatory classes and developing positive study skills. Last year yielded a positive turn out and G. Robert is hoping for the same again this year.

C. Kaslan addressed the fact that for several years now, HCS has had a fully approved A-G Course List and a fully approved NCAA course list. HCS functions as any other public High School and is somewhat a cut above in the fact that there are two (2) full pathways for students to follow to meet their post High School goals. HCS has many new electives with curriculum tied to them and

continues to expand on the advanced course options for students, including concurrent enrollment for advanced education or academic enrichment at the community colleges, Career Technical Education (CTE), formerly known as Regional Occupational Program (ROP) classes, and the advanced online courses offered whereby students may register right through the HCS system.

C. Kaslan then went over some points in the course catalog, which was included in the agenda packet.

Lastly, G. Robert directed attention to the Horizon HUB, how to access and navigate through it. Contact information, program information, calendar of events and links to obtain a work permit or order a transcript are all included on the HUB. This page is updated regularly, and parents access it often. G. Robert went through the process for concurrent enrollment in a community college.

M.L. Smith suggested a scholarship for application fees.

S. Infante mentioned that her children are 6th through 8th grade and asked if the link that appears in the High School area could also be available for other grades to access as well.

K. Vicari complimented the guidance team on their presentation.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- a. October 20, 2016

10.02 BOARD MEMBER REPORTS/COMMENT

11. ADJOURNMENT (8:16 p.m.)

Information for the Public

Members of the public wishing to comment on any items should complete a Speaker's Card. Speaker's Cards are located at the entrance to the Board Room. Speaker's Cards are to be submitted to the Board Secretary prior to the start of the meeting. Backup materials for this agenda are available at the Horizon Charter Schools Administrative Offices located at 2800 Nicolaus Road, Suite 100, Lincoln CA 95648.

*Members of the public may submit a written request for the entire agenda packet to:
Horizon Charter Schools Board Secretary
PO Box 489000
Lincoln, CA 95648*

The request must be submitted 10 working days prior to the meeting.

Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Governing Board meeting should contact the Chief Executive Officer or designee in writing, at least two days prior to meeting date. Government Code 54954.1

This agenda is posted at least 72 hours in advance of the meeting at:
Horizon Administration Office, 2800 Nicolaus Road Suite 100, Lincoln, California,
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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.