



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

Date: Thursday, April 16, 2015
Meeting Place: Horizon Charter Schools Board Room
2800 Nicolaus Road #100
Lincoln CA 956418

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

- 1. CALL TO ORDER – 4:00 pm Horizon Charter Schools Board Room

PLEDGE OF ALLEGIANCE

ROLL CALL

- X Parent Representative: Michelle Johnson (President)
- X Education/Community Representative: Sandra Frame (Vice President)
- Parent Representative: Sara Infante
- X Parent Representative: Andrea Rynberk
- X Parent Representative: Karen Vicari
- X Parent Representative WPUSD: Carmen Oates
- Community Representative: Vacant

- 2. STUDENT PRESENTATIONS
None

- 3. 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.

- 3.01 Approval of Meeting Minutes for:
 - a. March 19, 2015 Regular Meeting of Governing Board
- 3.02 Approval of Warrant Report
 - a. Horizon Charter Schools
- 3.03 Certificated Personnel Report
- 3.04 Classified Personnel Report

Motion by S. Frame to approve Consent Agenda as presented

Second by A. Rynberk

Ayes: 5

Noes: 0

Absent: 1

Abstain: 0

Motion Carried

4. REPORTS AND COMMUNICATION

4.01 Horizon Certificated Employees Association

HCEA Board Statement April 2015

HCEA and the administration have begun negotiations for the next school year. We hope to continue the spirit of cooperation and input from both parties so as to benefit our school and students.

We are optimistic that negotiations will conclude by end of this school year.

4.02 California School Employees Association

No Report Submitted.

4.03 Chief Financial Officer – Karl Yoder, Delta Managed Solutions

No report Submitted.

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

C. Wood stated that we had a successful Partner WASC report. It has been sent to the Commission for approval for another three (3) years. We will receive the final result in June 2015. On 4/27/15 & 4/28/15, WASC will return to do the Horizon study. She asked if any of the Governing Board members would like to participate at the April meetings. We will meet on the morning of 4/27/15 from 10:30am to 12:30pm. Lunch will be served. S. Frame thinks she might be able to attend the April meeting but she needs to check her schedule. She wasn't able to attend in March, as she was out of town. K. Vicari and M. Johnson can attend the April meeting.

Michelle Johnson, Karen Vicari and Sara Infante came to the March WASC meeting.

We have been working with PCOE, Western Placer, Delta Managed Solutions (DMS) and our staff, regarding moving our accounting system back to Escape. We will do this at the end of our fiscal year, in June 2015. The Business Office was notified this morning of the change. PCOE and Western Placer are very positive about this move. Terri McGill, Yvonne Allen, Audrey Kilpatrick of Western Placer, and Cynthia Wood, met with PCOE. They are confident that we can easily make this transition. We have stopped wire transfers to DMS. We can't transfer funds back to the County that have already been moved. We are going to spend them down following the proper rules and regulations. There won't be much of a learning curve with Escape. Western Placer is pleased with the transition. They will see a contract in May 2015.

5. 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 Card" 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.

Travis Stull submitted a speaker's card but asked to talk under 9.02. Master Schedule. This was approved.

Adjourned to Closed session at 4:20 pm

6. CLOSED SESSION – Superintendent's Office, 2800 Nicolaus Road, #100, Lincoln CA

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

Horizon Learning Centers Feasibility Study: Williams & Paddon, Architects and Gordon Stevenson; Cynthia Wood, EdD, Superintendent/Chief Executive Officer

6.02 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)

Doug N. Freifeld, ESQ, Fagen, Friedman & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/Chief Executive Officer

6.03 CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government code Section 54957.6, discussion concerning: Unrepresented Employee: Chief Executive Officer; Agency negotiator: Board President

Returned to Open Session at 6:54 pm

7. ADJOURN TO OPEN SESSION

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

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

Horizon Learning Centers Feasibility Study: Williams & Paddon, Architects and Gordon Stevenson; Cynthia Wood, EdD, Superintendent/Chief Executive Officer

No action taken.

7.02 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)

Doug N. Freifeld, ESQ, Fagen, Friedman & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/Chief Executive Officer

No action taken.

7.03 CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government code Section 54957.6, discussion concerning: Unrepresented Employee: Chief Executive Officer; Agency negotiator: Board President

No action taken.

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 Policy 1.2: Special Interests and Talents - Caitlin Hartman, Director of Curriculum, Instruction & Professional Learning

Notes: M. Johnson asked if C. Hartman had anything prepared to present to the Board or if she wanted them to ask questions about the report in the binder. M. Johnson said the report is good and she asked if it has been posted on the HCS website. We need to toot our own horn. S. Frame said she would like to see some students. Because of testing, we were not able to have a student presentation at this meeting.

Motion by A. Rynberk to approve as written

Second by C. Oates

	Aye	No	Abstain	Absent
Michelle Johnson:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Frame:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Infante:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Karen Vicari:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carmen Oates:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motion Carried.				

8.02 Horizon Online Purchasing/Student Accounting System (OPS) - Yvonne Allen, Fiscal Coordinator

Notes: This accounting system tracks student purchasing. It is for next year. We can start purchasing this May. This is not a new system. Teachers can order before they go out for summer break. We have done this every year. Typically in July. Can parents view their account? Y. Allen said, "No". It is linked to ISI. The link opens up the funding system. K. Vicari would like HCS to have a system where parents can see purchasing information. School Pathways can't set this up for us.

Motion by S. Frame to approve contract

Second by M. Johnson

Ayes: 5

Noes: 0

Absent: 1

Abstain: 0

Motion Carried

8.03 Partnerships Online Purchasing/Student Accounting System (OPS) - Yvonne Allen, Fiscal Coordinator

Notes: Same as 8.02

Motion by S. Frame to approve contract

Second by M. Johnson

Ayes: 5

Noes: 0

Absent: 1

Abstain: 0

Motion Carried

8.04 Sierra Pediatrics for Occupational Therapy (OT) – Ramona Rogers, Director of Special Education

Motion by C. Oates to approve

Second by S. Frame

Ayes: 5

Noes: 0

Absent: 1

Abstain: 0

Motion Carried

8.05 VBM Custodial Services for 911 Reserve Drive, Roseville, CA – Yvonne Allen, Fiscal Coordinator

Motion by A. Rynberk to approve

Second by M. Johnson

Ayes: 5
Noes: 0
Absent: 1
Abstain: 0

Motion Carried

8.06 Special Education Transportation Services Yellow Cab Company – Ramona Rogers, Director of Special Education

Motion by S. Frame to approve

Second by A. Rynberk

Ayes: 5
Noes: 0
Absent: 1
Abstain: 0

Motion Carried

8.07 Consideration & Appointment of Community Representative Board Member

Notes: Personnel Sub Committee, A. Rynberk & M. Johnson, discussed each candidate’s qualifications. They expect that the Board read the information the two candidates provided that was included in the Board packet. Bob Collins has Board background from the educational point of view. Mike Basile does not have school Board experience but has other Board experience. The Personnel Sub Committee recommends Bob Collins as the Community Representative Board Member. S. Frame knows Bob and stated that in her opinion, Bob possesses worthy values and experience and would be an asset to the Board. He is open, will have new, fresh ideas, and is dependable. He has taken many leadership positions in the community. He has Special Education experience. She is looking forward to getting to know him on a more personal level. She thinks we will enjoy working with him. He is very trustworthy.

Motion by M. Johnson to appoint Bob Collins as Community Representative Board Member

Second by S. Frame

	Aye	No	Abstain	Absent
Michelle Johnson:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Frame:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Infante:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Karen Vicari: X
 Carmen Oates: X

Motion Carried. Bob Collins will be sworn in at the May 21, 2015 Board meeting.

9. INFORMATION ❖ DISCUSSION

9.01 WASC Report – Kelly Collins, Regional Administration

- Partners – Completed.
- Horizon Charter Schools – K. Collins distributed the Horizon Three Year Term Progress Report to the Board.

S. Pillion told A. Rynberk that the WASC team will be visiting the Roseville Learning Center. They are the same team (people) from the last Horizon visit. It is not the same group who did the Partner WASC visit in March. Horizons’ areas of need are different from Partners. C. Wood said we are also preparing for the future. One of the recommendations is assessment data. We are looking at what we do through that lens and how are we going to be able to measure the outcome. It was suggested that we look at the Board Ends for direction. We plan to build it in to our school year. S. Smith suggested that we use a binder to compile our information throughout the year. S. Frame would like to hear a report on our progress every quarter. Parents, students, etc. should be made aware that this is a living, breathing document.

9.02 Master Schedule

Travis Stull addressed the Board. He stated that the changes and improvements happening this year are good. He is thankful for all the work the administration has done to complete negotiations in a timely manner. He is concerned about limiting classes to three instead of four. There are students who may need the fourth class. He believes that it doesn’t make sense or save the school money. Fewer classes will cause a 25% reduction in pay for some teachers. Teachers don’t understand this change. They are asking him about it and he doesn’t know what to say. M. Johnson asked if he can condense his thoughts and concerns in a written document. That way, the Board will have all the details. This process is a balance that will be ongoing.

C. Wood asked K. Collins and T. McGill to share the process that was used to determine pre-registration. T. McGill said that HCS sent out a pre-registration notice this year. This notice was presented and the process was discussed with the ST’s at their March regional meetings. The RA’s went through the document and provided an opportunity for the ST’s to ask questions. An email was sent to all teachers with links for registration. A. Rynberk and M. Johnson’s ST’s did not communicate this to them very well. It was asked, “Do the parents need to have the link sent directly to them”? A. Rynberk said that we need to make sure everyone got the message. We didn’t receive as many pre-registrations

as we anticipated. We believed the ST's understood the process. We are trying to get the schedule out by the end of April. If we change now, we are looking at four to six weeks to redo. Even though three classes are being offered this year, we haven't been able to fill them. The missing components may be communication with the parents. How can we make the process better each year? The class schedule will not change once it is set at the end of April. There is some inconsistent information. K. Vicari thinks that parent communication needs improvement. C. Wood said that we are moving forward to set classes. C. Kaslan said that we captured all the student names and Guidance is developing four year plans for those students. Guidance is sending out letters to confirm. The goal is to have four year plans for all students who want a pathway to college. K. Vicari thanked them for their efforts.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- a. May 21, 2015
Regular Business Meeting
 - WASC Report – Kelly Collins
 - Policy 1.0 Global Ends
 - Policy 2.1 Treatment of Clientele
 - Policy 2.2 Treatment of Staff
 - Policy 3.4 Monitoring CEO Performance
 - Policy 4.3 Agenda Planning

10.02 BOARD MEMBER REPORTS/COMMENT

M. Johnson said that her Board term is over in June and she intends to reapply.

C. Oates said it is encouraging to see the team work at Horizon and that we have a lot to be proud of.

11. ADJOURNMENT- 7:07pm

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 X5111

*Please note: items on the agenda may not be addressed in the order they are agenzized. The Board may alter the order at their discretion.