

# REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, March 16, 2017

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 (3:00 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: Kimberly Dahlstrom

X Education/Community Representative: Mary-Lou Smith

Parent Representative: VacantParent 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.** (3:10 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) Students: #17-03, #17-04 and #17-07
    JaDene Jones, Director of Operations
  - 3.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Feasibility Study, Horizon Learning Centers
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

3.03 PUBLIC EMPLOYEE PERSONNEL: Appoint, Employment, Evaluation of Performance, Discipline or Dismissal of Public Employee (Government Code Section 54957)

Cynthia Wood, EdD, Superintendent/ Chief Executive Officer Paul Thompson, ESQ, Fagen, Friedman and Fulfrost, LLP

3.04 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCEA (Horizon Certificated Employees Association)

Lindsay Moore, ESQ, Kingsley Bogard LLP Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

3.05 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- CSEA (California School Employees Association) Lindsay Moore, ESQ, Kingsley Bogard LLP Cynthia Wood, EdD, Superintendent/ Chief Executive 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:

ADMISSION OF EXPELLED STUDENT(S) (G

	18) Studer	nts: #17-03, #1	7-04 and #17-07 or of Operations
Motion by: A. Ry Second by: B. Co	-	pprove Student	#17-03 with stipulations.
	Aye	No Abstain	Absent
Karen Vicari: Bob Collins: Andrea Rynberk: Kim Dahlstrom: Mary-Lou Smith: Motion carried.	X X X X X		
Motion by: A. Ry Second by: B. Co	-	oprove Student	#17-04 with stipulations.
	Aye	No Abstain	Absent
Karen Vicari: Bob Collins: Andrea Rynberk: Kim Dahlstrom: Mary-Lou Smith: Motion carried.	X X X X		
Motion by: A. Ry Second by: B. Co		oprove Student	#17-07 with stipulations.
	Aye	No Abstain	Absent
Karen Vicari: Bob Collins: Andrea Rynberk: Kim Dahlstrom: Mary-Lou Smith:	X X X X		

Motion carried.

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

Feasibility Study, Horizon Learning Centers

Cynthia Wood, EdD, Superintendent/ Chief Executive Officer Direction given to the Superintendent.

4.03 PUBLIC EMPLOYEE PERSONNEL: Appoint, Employment, Evaluation of Performance, Discipline or Dismissal of Public Employee (Government Code Section 54957)

Cynthia Wood, EdD, Superintendent/ Chief Executive Officer Paul Thompson, ESQ, Fagen, Friedman and Fulfrost, LLP Direction given to the Superintendent.

4.04 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCEA (Horizon Certificated Employees Association)

Lindsay Moore, 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) Labor Negotiations- CSEA (California School Employees Association) Lindsay Moore, ESQ, Kingsley Bogard LLP Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

#### **6:10 P.M.** (6:10 p.m.)

- 5. STUDENT PRESENTATIONS
  - 5.01 Student Learning Goal 1.1b- Mathematics Kelly Collins, Assistant Superintendent Educational Services/ Chief Academic Officer

Math teacher, John McClung and three (3) of his math students gave a math presentation to the Governing Board.

#### 6. REPORTS AND COMMUNICATION

6.01 Horizon Certificated Employees Association Statement attached.

"HCEA was pleased to work with Administration finalizing the 2017/2018 School Calendar and are satisfied with the outcome".

- 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

C. Wood spoke about the March 14 Inservice which took place with teachers coming from six (6) counties. This is done three (3) times a year and was an opportunity to address the teaching community with the marketing efforts that have been made. Many excellent suggestions and comments, as well as requests for participation, came in from the teacher community.

March 29, Horizon Charter Schools (HCS) will be taking part in a large event from 1p-4p at the Galleria Mall. At 2:00 p.m., all who are present will be afforded an opportunity to be photographed in the branded play area where a group photo will be taken with the HCS Governing Board for presentation on the new website.

#### 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 February 16, 2017
- 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 Valley Springs Contract for May ST Meeting in the amount of \$100.00 Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.07 Approval of Contract Pay Agreement Re: 1515 Cirby, Roseville Learning Center Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.08 Approval of Memorandum of Understanding (MOU) Language World Services in the amount of \$65. per hour, two (2) hour minimum plus mileage & conference pay will be \$95. per hour not to exceed \$3,000.— Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

Motion by: K. Dahlstrom to accept the Consent Agenda.

Second by: A. Rynberk

	Aye	No	Abstain	Absent
Karen Vicari: Bob Collins: Andrea Rynberk: Kim Dahlstrom: Mary-Lou Smith:	X X X X X			
Motion carried.				

#### 8. INFORMATION/DISCUSSION/ACTION

"ACTION": Indicates items the Board has seen previously "Action": Indicates items the Board is seeing for the first time

8.01 Information/ Discussion/ Action

Consideration and approval of Western Placer Unified School District (WPUSD)/ Ryland Report Executive Summary 2017 – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood gave a brief history of the Ryland Report which was introduced to HCS in 2013. WPUSD employed T. Ryland of Ryland and Associates to evaluate the financial and operational status of HCS. Following the evaluation, Ryland and Associates put out a report which HCS responded to in 2014. In 2014, all concerns in the Ryland Report were addressed in the response that HCS submitted. With the new Administration, HCS has changed from the Carver Governance Model to the Brown Act Standard School Governance Model.

There are two (2) documents contained in the Agenda packet. The first document is the Ryland & Associates Executive Summary, and the second document is the Horizon Charter Schools (HCS) Response to the Ryland & Associates Executive Summary. C. Wood mentioned a recent conversation with A. Kilpatrick,

Assistant Superintendent of Business & Operations, WPUSD, where it was communicated that this would be the last report from Ryland & Associates. From this point forward, all accountability measures will be addressed during the WPUSD/ HCS Quarterly Meetings.

HCS has provided WPUSD with everything needed to attest to the accountability of the charter and given WPUSD every reason to renew the charter with no hesitancy.

- C. Wood is not asking the Board to approve the content of the Ryland Report, but to approve the acceptance of the Ryland Report. The purpose of bringing the Ryland Report to the Board is to inform the Board that the report is going before WPUSD's Governing Board.
- C. Wood stated confidently that every request that WPUSD has made of HCS has been responded to and met.
- A. Rynberk stated that she believes that C. Wood is doing a fantastic job as Superintendent and recalls being with HCS in 2009. The relationship that existed between the previous Superintendent and WPUSD was almost adversarial. A. Rynberk continued by saying that she does not believe there will be a need for the Ryland Report going forward as HCS is doing more self-governing now than it has in the past and when a Board self-governs, there is no need for the oversight.
- C. Wood stated that she is confident in saying that HCS staff is committed to the best interest of the charter as well as the students served. HCS has continued to build a relationship of confidence and commitment with WPUSD and that is evidenced by the fact that WPUSD will no longer be requiring the Ryland Report.
- K. Vicari stated that she seconds A. Rynberk and M.L. Smith and added that she is happy this is the last Ryland Report. The amount of work that C. Wood has accomplished over the past year is to be commended. It would be positive if WPUSD could know that HCS values their opinions. With the Carver model gone, we are a fully informed Board.
- C. Wood accepted the Boards comments and positive opinion of her leadership and added that she has a tremendous team who puts in many outside hours as well. C. Wood stated that she is pleased to say that a true team has been built, it is a caring and committed group who support one another as well as students and teachers.
- C. Wood shared with the Board that while WPUSD has met with HCS quarterly, it is not entirely due to the recommendations of WPUSD that so many positive changes have been made. The changes were made because the Superintendent and Cabinet know what leadership is and what it takes to bring about improved

student performance. C. Wood accepted the confidence expressed by the Board and spoke for the group when she said "We are pleased with your confidence, as well as with WPUSD's confidence". A. Rynberk says it came because there was a crisis and people that were already a part of HCS stepped in and did the job without the title and paycheck. The Board could see that these people were those that came to serve and bring HCS forward.

Motion by: A. Rynberk to accept the Ryland Report as submitted, recognizing that there are some differences of opinion regarding the submitted Report findings. Second by: M. L. Smith

	Aye	No	Abstain	Absent
Karen Vicari: Bob Collins: Andrea Rynberk: Kim Dahlstrom: Mary-Lou Smith:	X X X X X			
Motion carried.				

8.02 Information/ Discussion/ Action

Consideration and approval of Second Interim Budget Report 2016/2017 – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official

D. Schuler gave a presentation on the Second Interim Budget Report 2016/2017.

Combined revenues are down with respect to the 2016-2017 revisions. This is largely due to a revision in the estimated P2 Average Daily Attendance (ADA). Expenditures have increased by \$220K, primarily due to new hires and increased projected AESS A&B add on amounts based on what was projected during the first interim budget report. Estimated combined P2 ADA is conservatively projected at 2,084. That number is down 48 from the first interim budget report and down 163 from the adopted budget amount. ADA drives a large percentage of the charter's revenue.

D. Schuler referenced the University of California Los Angeles (UCLA) forecast assumptions which are based primarily on occurrences at both, the Federal and State levels. Should tax cuts come into play and increased spending, it may help with short term growth but will massively increase the Federal deficit.

Interest rate increases could slow housing markets. The federal funds rate was increased for the second time since the end of December 2016. The projection was three (3) increases per calendar year, over the next three (3) years. That is a total of nine (9) changes in the federal funds rate.

The repeal and replacement of the Affordable Care Act (ACA) could lead to issues in the health insurance market and unintended consequences at the local level. The State of California expanded Medicaid, in response to ACA, so the replacement would pare back the expansion of Medicaid which would mean less Federal dollars flowing into California for that purpose. Federal tax cuts may also delay investors from taking Capital Gains, thereby lowering income tax collections.

With regards to full implementation of LCFF revenues, we have seen approximately 90% funding of that gap. No new dollars will be budgeted for closing that gap in 2017-2018, which makes those years Cost of Living Adjustment (COLA) only. The increase will be a 1.48%. Should revenues continue to miss targets, this number may change by May revision. This would mean no additional dollars coming in next year.

A projected decrease in revenues will be seen next year due to the new dollars coming in from LCFF and a drop in SELPA revenues.

There is much uncertainty and extreme caution must be maintained on the expenditure side.

CalPers and CalStrs lowered their assumed interest rates from 7.5% to 7%. That changes the triangle of funding. There is a ramp up to try and get CalPers and CalStrs 100% fully funded by 2045. If the interest rate is being lowered, there must be an increase someplace else to balance that. Both CalPers and CalStrs are probably going to look to employers to increase contributions.

Motion by: A. Rynberk to approve the Second Interim Budget Report 2016/2017. Second by: M.L. Smith

	Aye	No	Abstain	Absent
Karen Vicari: Bob Collins: Andrea Rynberk:	X X X			
Kim Dahlstrom: Mary-Lou Smith:	X X			
Motion carried.				

8.03 Information/ Discussion/ Action

Consideration and approval of Insight Financial Services Master Lease Agreement in the amount not to exceed \$74,013.47 annually – Daniel B. Schuler, Assistant Superintendent, Business Services/ Chief Business Official

D. Schuler presented the Master Lease Agreement with Insight Financial. The quote is for the replacement of the student tablets (currently in inventory) with new computer laptops, as the tablets will not only be out of warranty by the new school year, but they are also not ideal for testing purposes. Under the Master Lease Agreement, it will be possible to either purchase additional units for the same amount of money or better quality for the same amount of money. Another nice feature is an online inventory management system, which will show the laptops and their respective lease periods.

This vote is for the Lease Agreement, pending a response from HCS legal counsel. The Agreement will be brought back again in April.

These laptops are for students only. Next month, the staff laptop recommendation will be presented.

Motion by: K. Vicari to approve the Insight Financial Services Master Lease Agreement, pending legal council approval.

Second by: K. Dahlstrom

	Aye	No	Abstain	Absent
Karen Vicari: Bob Collins: Andrea Rynberk: Kim Dahlstrom: Mary-Lou Smith:	X X X X X			
Motion carried.				

8.04 Information/ Discussion/ Action Consideration and approval of Horizon Certificated Employees Association (HCEA) 2017/2018 Sunshine Negotiations Proposal – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer Motion by: M. L. Smith to approve the proposal to be brought to the table for consideration without voting on the content of the proposal. Second by: K. Dahlstrom No Abstain Absent Aye Karen Vicari: Bob Collins: X X Andrea Rynberk: X Kim Dahlstrom: Mary-Lou Smith: Motion carried. 8.05 Information/ Discussion/ Action Consideration and approval of Horizon Charter Schools (HCS- HCEA) 2017/2018 Sunshine Negotiations Proposal – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer Motion by: M. L. Smith to approve the proposal to be brought to the table for consideration without voting on the content of the proposal. Second by: K. Dahlstrom No Abstain Absent Aye Karen Vicari: X **Bob Collins:** X Andrea Rynberk: X

Kim Dahlstrom: Mary-Lou Smith:

Motion carried.

X

Consideration and approval of California School Employees Association (CSEA) 2017/2018 Sunshine Negotiations Proposal- Cynthia Wood, EdD, Superintendent/ Chief Executive Officer Motion by: M. L. Smith to approve the proposal to be brought to the table for consideration without voting on the content of the proposal. Second by: K. Dahlstrom No Abstain Absent Aye Karen Vicari: X **Bob Collins:** X X Andrea Rynberk: X Kim Dahlstrom: X Mary-Lou Smith: Motion carried. Information/ Discussion/ Action 8.07 Consideration and approval of Horizon Charter Schools (HCS-CSEA) 2017/2018 Sunshine Negotiations Proposal – Cynthia Wood, EdD, Superintendent/ Chief **Executive Officer** Motion by: M. L. Smith to approve the proposal to be brought to the table for consideration without voting on the content of the proposal. Second by: K. Dahlstrom No Abstain Absent Aye Karen Vicari: X Bob Collins: X X Andrea Rynberk: Kim Dahlstrom: X Mary-Lou Smith: X

Motion carried.

8.06

Information/ Discussion/ Action

8.08 Information/ Discussion/ Action Consideration and approval of Horizon Charter Schools 2017-2018 School Calendar – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer Motion by: K. Dahlstrom to approve the Horizon Charter Schools 2017-2018 School Calendar. Second by: B. Collins No Abstain Absent Aye Karen Vicari: X **Bob Collins:** X Andrea Rynberk: X Kim Dahlstrom: X Mary-Lou Smith: X Motion carried. 8.09 Information/ Discussion/ Action Consideration and approval of Monitoring Report- Student Learning Goal 1.1b-Mathematics – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer K. Collins gave a presentation on Student Learning Goal 1.1b- Mathematics and showed student demonstrations in diagnostic results. Participation rates in iReady were addressed. K. Collins stated that she is very optimistic about the participation levels. M. L. Smith asked why there is a decrease in participation levels. K. Collins stated that Administration is currently analyzing that data. M.L. Smith then asked if it would help for the Board to mandate a policy that all students must take the assessments. K. Collins stated that there may not be any negative consequences to mandating that our students take the assessments and believes that would be extremely helpful. It is painful to see state mandated testing come back with few participating. K. Collins promised to show the new California Dashboard, which is a new kind of report card for schools at next month's Governing Board Meeting. Motion by: A. Rynberk to approve the Monitoring Report- Student Learning Goal 1.1b-Mathematics as reasonable interpretation and sufficient data. Second by: K. Dahlstrom No Abstain Absent Ave Karen Vicari: X X **Bob Collins:** X Andrea Rynberk: Kim Dahlstrom: X Mary-Lou Smith:

Motion carried.

#### 9. INFORMATION/ DISCUSSION

## 10. GOVERNING BOARD

#### 10.01 FUTURE AGENDA ITEMS

a. April 20, 2017

#### 10.02 BOARD MEMBER REPORTS/COMMENT

- M. L. Smith asked the Superintendent to produce a Board Policy mandating that HCS students take all diagnostic tests. A. Rynberk stated that saying and getting it done are two different things. Right now this is being said to the teachers and parents and Administration is working on getting it done. She is not certain that a Policy will get it done.
- B. Collins inquired as to what the consequences would be.
- M. L. Smith stated that there would be no consequences.
- K. Vicari asked if this should be put on the Agenda for discussion.

It was agreed that this item would be included on next month's Agenda.

### 11. ADJOURNMENT (8:30 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, 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.