



## REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, November 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 - 3:01 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

- X Parent Representative: Andrea Rynberk
- X Parent Representative: Kimberly Dahlstrom
- X Education/Community Representative: Mary-Lou Smith
- X Parent Representative: Joe Dutra
- X Community Representative: Milly Nuñez

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. – 3:02 p.m.**

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

- 3.01 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)  
Feasibility Study, Horizon Learning Centers  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 3.02 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- Unrepresented and Administrative Employees  
Lindsay Moore, ESQ, Kingsley Bogard, LLP  
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)  
Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 3.04 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

**6:00 P.M.**

4. ADJOURN TO OPEN SESSION

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

- 4.01 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.

- 4.02 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- Unrepresented and Administrative Employees  
Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

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

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.

- 4.04 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

Direction given to the Superintendent.

**6:10 P.M. – 6:01 p.m.**

5. STUDENT PRESENTATIONS

None

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

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6.02 Horizon Certificated Employees Association

- Statement attached.

D. Giese read the HCEA Statement for the Governing Board.

6.03 California School Employees Association

- No statement.

6.04 Assistant Superintendent, Business Services/ Chief Business Official

R. Courtright addressed the ending fund balance issues regarding the Partnerships for Student Centered Learning (PaSCL) charter.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood called attention to the Governing Board’s review of the Audit Report, which will be presented tonight by K. Feddersen of Feddersen and Co., LLP. C. Wood asked that the Governing Board pay special attention to the concerns regarding the sustainability of the PaSCL charter, and anticipates moving forward with a public decision regarding the feasibility of this charter at the December Governing Board meeting.

C. Wood then addressed a recent incident that resulted in an arrest of one of the students at the Roseville Learning Center. C. Wood explained that every precaution was taken for the safety of the staff and students and that the student will now proceed through the Administrative Panel expulsion process. The Horizon Charter Schools Governing Board voted unanimously to adopt a “Zero Tolerance Policy” at the December 15, 2016 meeting of the Governing Board.

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:

- October 19, 2017, Regular Meeting of the Governing Board
- November 1, 2017, Special Meeting of the Governing Board

7.02 Approval of Enrollment Report – Yvonne Allen, Director, Business Services

7.03 Approval of Warrant Report – Yvonne Allen, Director, Business Services

7.04 Approval of Certificated Personnel Report – Terri McGill, Assistant Superintendent/ Chief Operations Officer

7.05 Approval of Classified Personnel Report – Terri McGill, Assistant Superintendent/ Chief Operations Officer

- 7.06 Approval of Assessment Facility- New Life Community Church for CAASPP Testing April 10-13, 2018 in the amount of \$1,300.00 (*For Facility Use Only, Not Affiliated with HCS in any way*) – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.07 Approval of Agreement for Excel Interpreting and Translating, Annual Contract in the amount of \$1,267.50 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.08 Approval of Assessment Facility –Grace Life Church for CAASPP Testing April 17-20, 2018 in the amount of \$2,750.00 (*For Facility Use Only, Not Affiliated with HCS in any way*) – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.09 Approval of Adobe Connect Renewal for Ten (10) Licenses in the amount of \$2,275.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.10 Approval of Learning Ally Subscription– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.11 Approval of 360 Degree Customer Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.12 Approval of ABC School Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.13 Approval of Aldar Academy Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.14 Approval of Always Home Nursing Services Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.15 Approval of American River Speech Rate Sheet and Staff List– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.16 Approval of Asia Batchelor Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education

- 7.17 Approval of Behavior Consultants International Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.18 Approval of CCHAT Center Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.19 Approval of Eaton Interpreting Services Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.20 Approval of Granite Bay Speech Rate Sheet and Staff List - Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.21 Approval of Hear Say Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.22 Approval of Jabbergym Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.23 Approval of Jane Johnson Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.24 Approval of Land Park Academy- Capital Autism Services Rate Sheet and Staff List– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.25 Approval of Learning Solutions Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.26 Approval of Maxim Healthcare Services Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.27 Approval of Northern California Preparatory School Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education

- 7.28 Approval of North Valley School Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.29 Approval of Odyssey Learning Center Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.30 Approval of Pacific Learning Services Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.31 Approval of Placer Learning Center Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.32 Approval of Placer Therapy Center Rate Sheet and Staff List– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.33 Approval of Point Quest Rate Sheet and Staff List– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.34 Approval of RO Health Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.35 Approval of School Steps Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.36 Approval of Shawn Benjaminson Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.37 Approval of Shining Star Children’s Therapy Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.38 Approval of Sierra Foothills Academy Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education

- 7.39 Approval of Sierra Pediatric Therapy Clinic Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.40 Approval of Sierra School Eastern Extension Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.41 Approval of Teeny Tots Therapy Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.42 Approval of Theraplay Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.43 Approval of Total Education Solutions Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.44 Approval of Truckee Physical Therapy Rate Sheet and Staff List – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.45 Approval of Placer County Office of Education (PCOE)/ Special Education Local Plan Area (SELPA) Master Contract – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director, Special Education
- 7.46 Approval of the Sacramento Memorial Auditorium 2018 Graduation Facility Agreement – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.47 Approval of the Right Angle Networks, LLC- Network Consulting and Support Services in the amount of \$1,500.00 – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer; Jerry Nihen, Right Angle Marketing
- 7.48 Approval of Editor, Marquez Editing – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.49 Approval of the Memorandum of Understanding (MOU) for School Nurse services up to 20 hours per week in an amount not to exceed \$700 per day – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer



- 7.50 Approval of Authorization to purchase two (2) Mobile Units for Student Services, in an amount not to exceed \$100,000. – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.51 Approval of Memorandum of Understanding (MOU) Between Horizon Charter Schools (HCS) and California School Employees Association and its Chapter #804 – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.52 Approval of School Messenger Renewal through December 30, 2018 in the amount of \$3,798.00 – Sergio Herrera, IT Administrator/ Network Services Administrator and Advisor

Motion by: A. Rynberk to approve the Consent Agenda.

Second by: M. L. Smith

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary-Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Milly Nuñez	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 Feddersen and Company 2016/2017 Audit Report Ending June 30, 2017 – Rebecca Courtright, Financial Consultant, Robert Half International

K. Feddersen of Feddersen and Company, LLP, presented the Audit Report to the Governing Board. Although the PaSCL charter is not a dire situation, it is something that needs attention. Since 2008, the PaSCL charter has been challenged to sustain the financial operation. Today, the Balance Sheet shows that PaSCL could sustain for the next 12 months, however, when this issue is revisited by the audit firm in June of 2018, a determination will be made as to whether or not the PaSCL charter is a “going concern”. When the Horizon Charter Schools Charter is put together with the Partnerships for Student Centered Learning Charter, it appears to be a healthy school. The concern is that the cash

in bank will continue to decline as a result of the declining enrollment in the PaSCL charter.

A. Rynberk asked if there is anything that the charter should be doing to meet the demands of CalPers and CalStrs. K. Feddersen responded that the reserves that the charter has put aside, as well as following the guidelines, are the best things that Horizon can do. Management is proactive and as long as that continues, you are doing all you can. A. Rynberk added a thank you to the Business Office for their hard work.

Motion by: J. Dutra to approve the Audit Report ending June 30, 2017.

Second by: M. Nuñez

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary-Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Milly Nuñez	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

8.02 Information/ Discussion/ Action  
Consideration and approval of Controversial Issues Policy – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

There will be an action at the December meeting, after the public and the Governing Board has seen this policy for three consecutive (3) meetings. The 14-day time period is one of the concerns that has been voiced by Administrators. There was also full support for those parents who would choose to opt-out. There is no education code to support the 14-day notice, and in fact, education code reads “reasonable notice”.

M. L. Smith asked that the statement be changed to take out the 14-days. A. Rynberk suggested an opt-out for the parents at the beginning of the school year, so that we are being proactive. She does not like the 14-days. Some parents will say that they want to see what is being offered, specifically, so a procedural document could be provided. M. L. Smith says that the word “reasonable” is sufficient. J. Dutra asked who determines what is reasonable and liked the idea of affixing something concrete to aid in the process. What is a reasonable time for this process? Planning will have to happen. J. Dutra would like the Governing Board to decide what is reasonable. M. L. Smith stated that there are various ways to inform the parents. A. Rynberk stated that she would rather stick with education code and keep the document as general as possible.

Between now and the December Governing Board meeting, this policy discussion will be brought before the Teacher Leadership Team.

A. Rynberk voiced a concern that the information from the Teacher Leadership Team won't be available in enough time for the Board to review it prior to the Governing Board meeting. C. Wood stated that the Teacher Leadership Team meeting is scheduled for December 11.

J. Dutra asked if Horizon parents have had a chance to weigh in on this issue. C. Wood stated that it has not yet been sent to the families. It has only been addressed with the parents who requested participation.

M.L. Smith asked if it would be beneficial to have a Teacher/ Parent group who would focus on this issue and provide feedback. C. Wood suggested sending it to the Department Heads for review. A. Rynberk stated that she does not think it is necessary to send the policy school-wide for review and respond.

8.03 Information/ Discussion/ Action  
Consideration and approval of Unrepresented and Administrative Employee Agreement – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

A. Rynberk asked if this would be reassessed every year. C. Wood stated that it will always be assessed from the May 2016 ADA, which is what the budget is written for and what is in the Agreement.

Motion by: A. Rynberk to approve the Unrepresented and Administrative Employee Agreement  
Second by: M. L. Smith

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary-Lou Smith:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Milly Nuñez	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

9. INFORMATION/ DISCUSSION

9.01 Information/ Discussion  
Consideration of the Anderson Union High School v. Shasta Secondary Home School decision – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood stated that the locations which are of concern are Auburn Learning Center and both Roseville Learning Centers. The Auburn Learning Center is not

offering classes at this time, and the lease will terminate as of June 30, 2018. As mentioned previously, both Roseville Learning Centers are not within our sponsoring school district boundaries, although they are within Placer County boundaries.

#### 9.02 Information/ Discussion

Consideration of the Partnerships for Student Centered Learning (PaSCL ) Feasibility Study – Cynthia Wood, EdD, Superintendent, Chief Executive Officer; Rebecca Courtright, Financial Consultant, Robert Half

The Governing Board discussed the financial position of the PaSCL charter. They shared concerns about the results of the audit report in relationship to the PaSCL charter.

### 10. GOVERNING BOARD

#### 10.01 FUTURE AGENDA ITEMS

- December 14, 2017- Regular Meeting of the Governing Board

#### 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: 916-408-5236

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