



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

Date: Thursday, October 19, 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 - 3:02 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

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 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- CSEA (California School Employees Association)
Lindsay Moore, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
 - 3.03 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
 - 3.04 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
 - 3.05 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. 6:02 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- CSEA (California School Employees Association)
Lindsay Moore, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction given to the Superintendent.

- 4.03 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

Direction given to the Superintendent.

- 4.04 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.

- 4.05 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.

5. STUDENT PRESENTATIONS

None

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

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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.

6.02 Horizon Certificated Employees Association

- No Statement

6.03 California School Employees Association

- No statement

6.04 Assistant Superintendent, Business Services/ Chief Business Official

R. Courtright addressed the Governing Board and mentioned that she is starting the first interim budget revision early this year, trying to ensure that it will align with the LCAP. Some revisions have been done to the purchase requisition forms to help identify purchases for the unduplicated students, the English Language Learners and socio-economically disadvantaged students.

Enrollment numbers are currently being analyzed, as the first budget revision is being prepared. Business office is looking at the revenue that the adopted budget was based on, and how that compares to enrollment since school has started. For Horizon, an ADA of 1,294 was projected, 90% of that would be 1,328, which is slightly higher than projected in the Adopted Budget. In PaSCL 622 were projected and actual enrollment reflects an ADA of 511, which will be reflected in the budget revision, the estimated revenue will not be what it was projected to be. The decline in PaSCL continues to demonstrate the difficulty in keeping PaSCL fiscally sustainable.

R. Courtright mentioned that she is currently working on the materials for the November 1st Special Meeting / Workshop on Finance.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood reiterated what R. Courtright said about the November 1st Special Session Workshop on finance. She encouraged the Board to send any questions to her in advance in order to prepare for answers at the Workshop.

Of high concern is the HCS admissions enrollment application online. Administration met with Right Angle Networks, LLC, an outside data consultant, to assist in this endeavor and will begin the process of addressing the online application process next Monday.

The Teacher Leadership Team meeting will convene on Monday and the focus will be the retention of families. The Agenda is open ended to hear what the Team has to say. We plan on continuing these Teacher Leadership Team meetings throughout the year. This is the time that we are coming together for WASC and LCAP, so it is good timing.

Next week, we will come together for another of the Classified and Confidential Updates. Staff will participate with WASC activities.

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:
 - September 21, 2017, Regular 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 – Brian Spears, Human Resources Administrator/ Uniform Compliance Officer
- 7.05 Approval of Classified Personnel Report – Brian Spears, Human Resources Administrator/ Uniform Compliance Officer
- 7.06 Approval of William Jessup University Facilities Rental Agreement for Virtual Learning Instruction (VLI) Finals Testing, December 14th & 19th, 2017, and May 17th & 21st, 2018, in the amount of \$1,200.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.07 Approval of Epic Bible College Assessment Facility for California Assessment of Student Performance and Progress (CAASPP) Testing, April 9-13, 2018 and May 16, 2018 in the amount of \$800.00 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.08 Approval of Valley Springs Church Facility Rental Agreement for Region 2 Supervising Teacher (ST) Meetings, October 25th and November 15th, 2017 and January 31, February 28th and March 21st, 2018, in the amount of \$500.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

- 7.09 Approval of Sunrise Parks & Recreation- Rusch Park Facility Jump House Rental Agreement for Physical Education (P.E.) Assessment Testing on May 11, 2018 in the amount of \$40.00 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.10 Approval of Church of the Foothills for CAASPP Testing May 1-4, 2018, in the amount of \$280.00 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.11 Approval of Destiny Community Church for CAASPP Testing, April 24-27, 2018, in the amount of \$3,785.00 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.12 Approval of Parkside Church for CAASPP Testing May 1-4, 2018, in the amount of \$1,300.00 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.13 Approval of William Jessup University Lecture Hall for Region 2 ST Meeting & Eagles Nest Event on December 13, 2017, in the amount of \$462.50 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.14 Approval of Online Purchasing Systems (OPS) Customization, One-time fee in the amount of \$5,530.00 – Rebecca Courtright, Financial Consultant, Robert Half International
- 7.15 Approval of Master Contract and Individual Services Agreement (ISA) for Speech Language Therapy & Educational Associates for the 2017/2018 School Year – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director of Special Education
- 7.16 Approval of 2017/2018 MedAsist Renewal – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Ramona Rogers, Director of Special Education
- 7.17 Approval of Edmentum Reading Eggs Twelve Month Program License in the amount of \$160.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Caiti Hartman, Director, Curriculum, Instruction and Professional Learning
- 7.18 Approval of Math Seeds Price Proposal for the 2017/2018 School Year in the amount of \$550.00 Annually – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Caiti Hartman, Director, Curriculum, Instruction and Professional Learning

- 7.19 Approval of Jamf Pro iOS MDM Application/ iPads and Apple Care for iPads for a term of two (2) years in the amount of \$9,902.43 – Sergio Herrera, IT Administrator/ Network Services Administrator and Advisor
- 7.20 Approval of 1515 Cirby Learning Center Lease Extension through June 30, 2019 in the amount of a 4% increase – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.21 Approval of the Right Angle Data Agreement in an amount not to exceed \$7,500. for the term of October 20, 2017 to June 30, 2018 - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

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

Second by: J. Dutra

	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:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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 the Oath of Office, New Board Member-Community Representative, Milly Nuñez – Kim Dahlstrom, Horizon Charter Schools Governing Board President

Motion by: A. Rynberk to approve Milly Nuñez as the Horizon Charter Schools Community Representative.

Second by: J. Dutra

	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:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

- 8.02 Information/ Discussion/ Action

Consideration and approval of the Horizon Charter Schools (HCS) / California School Employees Association (CSEA) Agreement – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: A. Rynberk to approve the HCS CSEA Agreement.

Second by: K. Dahlstrom

	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:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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.

8.03 Information/ Discussion/ Action

Consideration and approval of the Horizon Charter Schools (HCS) / Unrepresented and Administration Employee Agreement – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Staff will receive compensation as per the Agreement.

Motion by: A. Rynberk to approve the HCS Unrepresented and Administrative Employee Agreement.

Second by: J. Dutra

	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:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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.

8.04 Information/ Discussion/ Action

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

The request for consideration of this policy was brought to the attention of C. Wood by Horizon families. This was a direct result of what recently transpired at the Rocklin Academy. Horizon Charter Schools families had specific concerns regarding some of the required reading materials. Providing information prior to the materials being introduced to the students and an Opt Out provision were among the items discussed.

A. Rynberk shared her experience with what she found to be questionable reading material required in her child’s class at the Roseville Learning Center, and

remarked that the teacher was agreeable when she requested alternative materials. A. Rynberk is happy to see teachers proactively engaging parents and getting them involved. Parents should be notified in advance of curriculum choices so that they have the opportunity to opt out if they choose to do so.

This item will be addressed again at the November meeting and will contain further comments by Administration and Teachers.

9. INFORMATION/ DISCUSSION

9.01 Information/ Discussion

Consideration of the Contract Programs Plan – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer; Cat Kaslan, Regional Administrator

C. Kaslan gave background on the Contract Programs Plan and how it came into being. Please refer to the attached presentation for details.

9.02 Information/ Discussion

Consideration of the Student Assessment Data – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; JaDene Jones, Director, Operations; Caiti Hartman, Director, Curriculum, Instruction and Professional Learning

K. Collins / J. Jones gave a presentation on the Student Assessment Data report. Please refer to the attached presentation for details.

9.03 Information/ Discussion

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

Administration is looking at the transition of the Auburn and two (2) Roseville learning centers, both are located within Placer County but outside of our sponsoring district boundaries. Therefore, these learning centers are under consideration for a smooth transition of location in accordance with the legal decision. Special Education services will continue in accordance with the IEP's.

9.04 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

There have been no decisions, as of yet, regarding the feasibility of the PaSCL charter. A presentation of financial statements and information regarding this item will be made at the November Governing Board meeting.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- November 1, 2017- Special Meeting Workshop/ Finance
- November 16, 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

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: 916-408-5236

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