



REGULAR MEETING OF THE GOVERNING BOARD UNADOPTED MINUTES

Date: Thursday, March 15, 2018
Meeting Place: Horizon Charter Schools Board Room
2800 Nicolaus Road, #100
Lincoln, CA 95648

REGULAR BUSINESS MEETING

3:00 P.M. START – 3:00 p.m.

1. CALL TO ORDER – Horizon Charter Schools Board Room

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. CLOSED SESSION – Superintendent’s Office, 2800 Nicolaus Road, #100, Lincoln, CA
 - 3.01 ADMISSION OF EXPELLED STUDENT(S) – (Government Code Section 48918) - Student # 18-02
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)
Lindsay Moore, ESQ, Kingsley Bogard, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
 - 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

5:30 P.M. – 5:30 p.m.

4. ADJOURN TO OPEN SESSION
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) - Student # 18-02
JaDene Jones, Director of Operations

Motion by: A. Rynberk to approve admitting Student #18-02 with stipulations as written by the Administrative Panel and Placer County Office of Education.

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.

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)

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 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

Direction given to the Superintendent.

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

Direction given to the Superintendent.

5:40 P.M.

5. STUDENT PRESENTATIONS

- 5.01 Student Learning Goal 1.1b; Mathematics – Kelly Collins,
Assistant Superintendent, Educational Services/ Chief Academic Officer

Students from John McClung’s math classes presented a rollercoaster worksheet encompassing graphs and equations.

6. REPORTS AND COMMUNICATION

- 6.01 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.

- 6.02 Horizon Certificated Employees Association

- Statement attached.
- J. Morgan read the HCEA Statement to the Governing Board.

- 6.03 California School Employees Association

- No statement.

- 6.04 Assistant Superintendent, Business Services/ Chief Business Official

- California’s economy is expected to perform similarly to the nation.
- The state’s total employment reached an all-time high, exceeding its previous peak by 9%.
- The ballooning federal deficit that will result from the recently adopted budget will likely spur action by the Federal Reserve to increase interest rates.

- Capturing the effects of the Trump Administration’s recent policy decisions, the Forecast likens the economy to a car running hot: a few gaskets are likely to break, and when they do, we could “very likely stall out.”

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- WASC accreditation final report and approval expected in May or June.
- 4th Annual College and Career Fair was perhaps the best run yet. Marketing for these events has been increasingly successful.
- 2018 Prom will be held at the Roseville Learning Center. May 4th is the tentative date for the Prom.

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 Consideration and approval of Meeting Minutes:
 - February 15, 2018, Regular Meeting of the Governing Board
- 7.02 Consideration and approval of Enrollment Report – Yvonne Allen, Director, Business Services
- 7.03 Consideration and approval of Warrant Report – Yvonne Allen, Director, Business Services
- 7.04 Consideration and approval of Certificated Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.05 Consideration and approval of Classified Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.06 Consideration and approval of the Prop 39 –Lumeo, LLC Contract for Post Construction Energy Efficiency Monitoring and Management for a term of 12 months in the amount of \$43,840.00 – Rebecca Courtright, Financial Consultant, Robert Half; Yvonne Allen, Director, Business Services
- 7.07 Consideration and approval of the Online Purchasing System (OPS) Contract for the Merge of Student Accounts for the 2018/2019 School Year in the amount of \$1,775.00 – Rebecca Courtright, Financial Consultant, Robert Half; Yvonne Allen, Director, Business Services

- 7.08 Consideration and approval of the Edmentum English Second Language (ESL) ReadingSmart/ReadingMate Cost Proposal -100 Licenses for a 15-Month term in the amount of \$2,417.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.09 Consideration and approval of the E*Rate Annual Renewal to retain the 60% Discount on Data Charges for a 1-year term – Sergio Herrera, IT Administrator/Network Services Administrator and Advisor

Motion by: J. Dutra to approve the Consent Agenda.

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. 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 of the Board Monitoring Report- Student Learning Goal 1.1b - Mathematics – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

K. Collins addressed some of the highlights of the Math Monitoring Report.

Motion by: A. Rynberk to approve the Board Monitoring Report- Student Learning Goal 1.1b- Mathematics, it has been proven with reasonable interpretation and sufficient data.

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: | 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 the 2nd Interim Budget Report – Rebecca Courtright, Financial Consultant, Robert Half; Yvonne Allen, Director, Business Services

- R. Courtright presented the attached 2nd Interim Budget Report to the Governing Board.
- 2nd Interim came in better than the 1st Interim.

Motion by: J. Dutra to approve the 2nd Interim Budget Report.

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.

8.03 Information/ Discussion/ Action

Consideration and approval of the Charter Safety Policy – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- It was suggested that the Charter Safety Policy be added to the Parent -Student Handbook.
- J. Dutra suggested enhancing the emergency procedures to address various scenarios which could happen at the existing learning centers.
- Going forward, an annual update on Safety Procedures will be presented to the Governing Board.

Motion by: M. L. Smith to approve the Charter Safety Policy as written.

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: | 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.

8.04 Information/ Discussion/ Action

Consideration and approval of the Charter Technology Policy – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- Appropriate staffing to support this plan and a steering committee of interested parties were among the ideas suggested to get this policy up and running.

Motion by: M. L. Smith to approve the Charter Technology Policy as written.

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: | 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 Marketing Plan Update for the 2017/ 2018 School Year and Marketing Projections for the 2018/2019 School Year – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- C. Nihen of Right Angle Marketing gave a presentation to the Governing Board.

9.02 Information/ Discussion

Consideration of the Horizon Charter Schools Education Foundation (HCSEF)– Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- C. Wood spoke to the Governing Board about the many undertakings of the Horizon Charter Schools Education Foundation (HCSEF).
- HCSEF is governed by the Brown Act.
- HCSEF on the HUB- Donation Forms available and 100% of the funds raised go to the students.
- Annual Scholarship Awards – given at Graduation Ceremony.
- 2nd Annual Student Art Contest
- Senior Gala/ Prom, Marketing Events, Graduation, Staff & Parent Branded Swag Give-a-Ways, College and Career Fair, AP Exam Costs, Red Robin, Request for Funds, Eagles Nest, Back to School Orientations, Mall Exhibits and the Sunshine Fund.

- HCSEF Annual Budget is approximately \$35,000.00. Usually \$10,000.00 for Scholarships, minimal amounts for College and Career Fair, Support for AP Exam Costs.
- Funds come from rebates (Cal Card, Office Depot), and Fund Raising undertakings (Box Tops for Education, Amazon Smiles, Staff Snack Table, etc.).
- C. Wood mentioned the need for a Teacher Representative to sit on the HCSEF Board.

10.01 FUTURE AGENDA ITEMS

- April 19, 2018- Regular Meeting of the Governing Board

10.02 BOARD MEMBER REPORTS/COMMENT

11. ADJOURNMENT – 7:30 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: 916-408-5236

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