



REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, December 14, 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: 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. – 3:42 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)

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 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 ADMISSION OF EXPELLED STUDENT(S) – (Government Code Section 48918)

JaDene Jones, Director of Operations

No action taken.

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 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

- 5.01 Student Learning Goal 2.0- Visual and Performing Arts (VAPA) Coding – Kelly Collins, Assistant Superintendent Educational Services/ Chief Academic Officer
- 5.02 Student Learning Goal 2.0- Visual and Performing Arts (VAPA) Broadcasting – Kelly Collins, Assistant Superintendent Educational Services/ Chief Academic Officer

Students from the Lincoln Montessori gave presentations to the Governing Board.

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.

D. Giese 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

R. Courtright highlighted one of the major changes since the adopted budget and the 1st Interim Report, which is the change in the enrollment projections. R. Courtright stated that they were actually too conservative when projecting Horizon Charter Schools (HCS) enrollment. HCS experienced an improvement in enrollment, and although the Partnerships for Student Centered Learning (PaSCL) enrollment was less than projected, the overall enrollment improved.

- 6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood began by noting that we are concluding our calendar year with a lot of success for students. She mentioned the Eagles Nest activities that are currently going on and mentioned the two (2) mobile units that were approved for purchase. These units will allow us to bring additional services to our students and provide outreach to families in the community. Our enrollment is stable at this time of year, however, we anticipate new incoming students to begin enrolling in January.

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:
- November 16, 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 – 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 Destiny Community Church (*not affiliated with Horizon Charter Schools in any way, for facility use only*) Assessment Facility for CASSPP, state mandated testing for the term of April 24-27, 2018, in the amount of \$460. – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.07 Approval of the Placer County Office of Education (PCOE) FY 2017-2018 Business & Technology Services Agreement in the amount of \$38,265. plus any additional support time requested – Rebecca Courtright, Financial Consultant, Robert Half International; Yvonne Allen, Director of Business Services
- 7.08 Approval of Gerry McIntyre (GMP) Digital Photography Quote in the amount of \$800.00 for May 26, 2018 Graduation Photography Services – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

Motion by: M. L. Smith 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:	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 Board Monitoring Report- Student Learning Goal 2.0- Visual and Performing Arts (VAPA) – Foreign Language – 21st Century Skills– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

Motion by: A. Rynberk to approve the Board Monitoring Report, stating, 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 of the 1st Interim Budget Revision – Rebecca Courtright, Financial Consultant, Robert Half International; Yvonne Allen, Director of Business Services

R. Courtright gave a summary of the materials contained in the Governing Board packet and mentioned that several pages were replaced in order to include the most updated enrollment projections. Overall, the impacted enrollment reflects that HCS increased revenue by \$652K and PaSCL revenue decreased by just over \$1M. This is in part due to the decline in enrollment and also that a portion of the income was duplicated in the adopted budget and put into two (2) different places. This had to be removed. While the revenue for PaSCL has decreased because of the loss of students, the expenses are not decreasing as quickly as revenue is being lost. The student instructional funds were not budgeted to be utilized at 100%, due to the fact that students were not utilizing them at 100% in past years. However, these instructional funds are now being used at a higher rate than in the past. We are seeing the same number of children, but at an increased cost. On the HCS side, the expenses did not have the same increases as PaSCL, and in fact, HCS saw an overall increase in expenses of about \$42K. The impact that is being projected with the new budget is that HCS will have an increase of the ending fund balance by \$610K at the end of this year and PaSCL will see a decrease in their ending fund balance by \$1.18M. Some of the assumptions, as we project out, show a strong picture for HCS. Projecting out for two (2) years, R. Courtright noted that she allotted 2% for teachers and classified salary schedule movement with no increase in the salary schedule itself. An overall 2% increase to benefits plus an additional 2% for the State Teachers Retirement System (STRS) and the Public Employee Retirement System (PERS). A 5% increase was projected for health benefits, 10% for utilities and 5% for all other services and supplies.

A. Rynberk inquired about the increased use of instructional funds in PaSCL. – when the students pay out of their Instructional Funds, it goes toward paying the

teachers. R. Courtright stated that she needed to increase the budget for advertising and professional consulting services.

Motion by: A. Rynberk to approve the 1st Interim Budget Revision

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.

8.03 Information/ Discussion/ Action

Consideration of the College Readiness Block Grant –Rebecca Courtright, Financial Consultant, Robert Half International; Yvonne Allen, Director of Business Services

The College Readiness Block Grant application was submitted to California Department of Education (CDE) in 2016. The funds were sitting untouched, until R. Courtright did a search through the CDE, and found that these funds were available to us until June 30, 2019. The grant funding is calculated to be a minimum amount based on ADA or, if the school is smaller, a guarantee of \$75K. Our school is considered smaller, so we received the \$75K for PaSCL as well as \$75K for HCS. The language used in the grant application is very general and does not impose heavy restrictions. However, these funds are intended to be used to assist students such as the unduplicated students, socioeconomically disadvantaged students, foster youth, free/reduced lunch recipients and English learners, to help them be prepared for college. This item will come back in January for an actual vote.

A. Rynberk asked about any additional duties and tasks that may be attached to this grant. R. Courtright stated that it would be similar to the Educator Effectiveness Grant in which a one-page report showing where the funds were spent is all that is required.

J. Dutra asked how these grant funds would be affected with the potential closure of PaSCL. R. Courtright stated that the PaSCL Charter grant funds would need to be spent prior to the closure. Once the Governing Board decides to begin dissolving the PaSCL Charter, dialogue with PCOE will ensue to make sure that we leave no money on the table.

8.04 Information/ Discussion/ Action

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

C. Wood began by going on record with a request that the Governing Board extend the vote on this item to the January 2018 Governing Board meeting. C. Wood would like to get the teachers input on this matter, as well as some additional parent input, prior to bringing this policy back to the Governing Board for a vote.

M. L. Smith stated that the word “reasonable” means it doesn’t have to be exactly 14-days.

C. Wood stated that this notice of time seems to be a critical area of concern.

J. Dutra brought attention to pg. 146-147, which is the parental concerns. He believes that some pertinent components could be added, just for the sake of information. If the class syllabus is available for families to peruse ahead of time, it would allow families to be proactive with regard to issues that they may find to be in direct opposition to their family values. J. Dutra does not like vagueness and shared a situation where his family was not notified in time for them to keep his children out of an activity that the family would have preferred they’d not been involved in. He believes it is important for this to be more clear. J. Dutra stated that, as a parent representative, he would like to give parents the option to decide ahead of time whether to opt-out or opt-in to participating in controversial topics presented in the classroom.

A. Rynberk stated that there is always a problem with putting too much in writing because one could be taken to court for what has been put in writing. Implementation should be done by the Superintendent and the Administration, not the teachers. What we put in writing should come directly from education code, but the implementation should go beyond that. Keep it broad and let the Superintendent work out the details.

M. Nuñez suggested an opt-in and said that a permission slip could be sent home at the beginning of the year, and unless the child returns the permission slip, he/she would not be allowed to stay in the classroom for the specific subject. A. Rynberk agreed, this should be the parent’s choice. The parents would opt-in instead of opting out.

J. Dutra asked about the other parental concerns, such as a category for family life and including a clause to control impromptu situations – like a show and tell (like what happened in Rocklin).

A. Rynberk said that education code defines what controversial issues are. She suggested that sticking to education code is the best thing to do. She added that at

the beginning of the year, a hand out to opt-in should be circulated at each of the learning centers.

J. Dutra brought attention to the Parental Concerns and asked if education code includes gender identity and gender expression issues. The Parent(s) who submitted the Parental Concerns asked to include this topic in our policy as it is currently left out.

C. Wood stated that she talked to parents and explained that our classroom opportunities are not the same as what Rocklin Academy has.

A. Rynberk stated that sticking to education code will help us. At the beginning of the year, each site would have very specific opt-in paperwork. School-wide the policy should defer to education code, but the specificity should come from the learning center sites.

C. Wood stated that Administrators are talking about education code and generality, rather than specificity. The parent who is highly concerned will want more of the specificity. We can get the mixture of both. The Board will set the policy and Administration will implement. Once the policy is set, it will be rolled-out school-wide.

This is a policy that will be revisited regularly.

8.05 Information/ Discussion/ Action

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

C. Wood began by stating that for months now, the Governing Board has been considering the impact that the PaSCL Charter has on the HCS Charter. She invited R. Courtright and Y. Allen to the podium to present the findings of our auditors, to the Governing Board.

R. Courtright stated that the agencies such as PCOE, WPUSD and our auditors have not raised any alarm bells with regard to the PaSCL Charter because they understand that we have a plan in place.

Y. Allen stated that we are continuing with a declining enrollment in the PaSCL Charter. In Horizon enrollment, there is an uptake. It just isn't going up enough to justify the PaSCL situation. Y. Allen stated that they are placing many students into the PaSCL Charter, just to keep the Elk Grove site open.

A. Rynberk stated that it's almost like playing a shell game with ourselves. The slight benefits that we get from having two (2) charters, is not worth all of the

extra work. She stated that she appreciates that the Business Office is keeping an eye on this situation.

C. Wood stated that as Administration is looking in the Elk Grove area for options to continue services there, she wanted to commend the teachers for their support. The legal representative for our Special Education Department will be working with us in January to ensure that special needs students get services in a smooth way. C. Wood stated that there are plans in place to serve our families in that area.

C. Wood believes that, as a governance team, a decision must be made regarding this situation.

A. Rynberk stated that the financial workshop that was provided to the Governing Board on November 1, made it very clear that dissolving the PaSCL Charter is the only choice.

C. Wood offered the Governing Board a recommendation regarding the PaSCL Charter. C. Wood made a recommendation that the Governing Board of Horizon Charter Schools take an action this evening to give direction to the Superintendent to dissolve the PaSCL Charter to maintain the integrity and stability of Horizon Charter Schools.

Motion by: A. Rynberk to give direction to the Superintendent to begin the process to dissolve the PaSCL Charter to maintain the integrity and stability of Horizon Charter Schools.

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.

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; Rebecca Courtright, Financial Consultant, Robert Half International

We are again acknowledging the Anderson Union High School v. Shasta Secondary Home School decision. There seems to be no legislation in the near future to overturn this decision. We may no longer operate in Placer County

unless it is in the Western Placer Unified School District (WPUSD) boundaries. We have dissolved the Auburn Learning Center. This learning center will no longer operate after June 30, 2018. Classes are no longer being held at the Auburn location. Families and staff are aware of the transition. Roseville Learning Center at 1515 Cirby and 911 Reserve will term out and be transitioned into the Horizon Learning Center as it becomes our reality. The Roseville locations will be maintained for the remainder of this school year and next school year. There are legal reports and timelines that must be honored. C. Wood will keep the Board informed as progress is made in the months ahead. The Board will be made aware of these changes, in the public eye.

C. Wood wished the Governing Board Happy Holidays and thanked them for their support of the administrative and teaching teams.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- January 18, 2018- 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.