



## REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, February 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.** 3:02 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 #18-01  
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
  - 3.06 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

**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 #18-01

JaDene Jones, Director of Operations

Motion by: J. Dutra to approve Student #18-01 with stipulations from the Administrative Panel.

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.

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

Motion by: K. Dahlstrom- The Board has taken action to direct the Superintendent to complete and sign for the execution of a contract agreement.

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.

- 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.

- 4.06 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.

## **5:40 P.M.**

### 5. STUDENT PRESENTATIONS

- 5.01 Student Learning Goal 1.1a; Reading/English Language Arts – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

- Students presented a visual, two (2) part Reading/English Language Arts presentation including an essay on romanticism, and other romantic period pieces.

### 6. REPORTS AND COMMUNICATION

- 6.01 Communication from the Public

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- A Horizon Senior addressed the issue of Prom and mentioned the disappointment among students when the Prom of 2017 was cancelled. This was an emotional issue for this student, who is concerned that the cancellation of Prom may happen again this year.

6.02 Horizon Certificated Employees Association

- Statement attached.

Jalaine Morgan read the HCEA Statement to the Governing Board in person.

6.03 California School Employees Association

- No statement.

6.04 Assistant Superintendent, Business Services/ Chief Business Official

R. Courtright addressed the Governing Board and made the following points:

- Enrollment continues to grow slowly. New enrollment will close on February 28<sup>th</sup>. P-2 Average Daily Attendance (ADA), which is what our funding is based upon, is expected to be slightly better than P-1.
- Revenues for the State continue to rise, even in light of the recent volatility of the stock market. The latest funding calculator from the State for projecting revenue has just been released and will be used for our 2<sup>nd</sup> Interim budget revision which will be presented at the March meeting. This calculator factors in the 2.5% Cost of Living Adjustment (COLA) that is currently being projected by the State.
- It is anticipated that salary and benefit expenses will revise upward to include the agreed off-the-salary schedule payment made to employees in December. In this budget revision, we also will be projecting contracts currently under consideration and any other contracts anticipated for this fiscal year. Purchase orders will be cut off as of March 16<sup>th</sup>.
- Construction Project Accounting: In preparation for some extensive repair that is needed at both the Nicolaus and Venture sites, as well as any capital projects in Horizon's future, the Business Office staff has attended two (2) workshops on accounting for capital projects.
- May Revise of the State Budget: As is typical every fiscal year, the governor will be presenting a revised budget to the State legislature for approval at the beginning of May, 2018. The Superintendent and the Business Office staff will be attending this meeting to keep abreast of the latest developments with the State budget.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- The Western Association of Schools and Colleges (WASC) accreditation process will be held March 4-7, 2018.
- The Charter Renewal document will go before the HCS Governing Board at the March and/or April meeting, pending attorney response. Once approved by the HCS Governing Board, the document will then go to the Western Placer Unified School District (WPUSD) Governing Board for final approval of a five (5) year term renewal with a five (5) member board. Administration is currently reviewing the charter Bylaws for inclusion in the Charter Renewal document. The Charter Renewal will also include the WASC Report.
- Merger of Partnerships for Student Centered Learning (PaSCL) into Horizon Charter School (HCS). Merger of operations to be complete by June 30, 2018. The charter will not merge, legally, until all operational tasks & processes have been completed. The Elk Grove Learning Center lease will term out as of June 30, 2018, however, vendor services will still operate at the Elk Grove site. Roseville Learning Centers will stay in operation as we plan for the Horizon Learning Center (HLC) in the attendance boundaries of WPUSD. Once the HLC is fully operational, leases in Roseville will be concluded.
- Parent Magazine ad is running.
- Union negotiations have begun and will reconvene in March. Sunshine proposals will be considered tonight. The Governing Board will be asked to adopt the proposals in order to begin negotiations.

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:
- January 18, 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 Discovery Education Science Tech Book in an amount not to exceed \$360.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.07 Consideration and approval of the Williams and Paddon Agreement in an amount not to exceed \$231,000. for Architectural Services – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: M. L. Smith 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 1.1a - English Language Arts – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

Motion by: A. Rynberk to approve the Board Monitoring Report with reasonable interpretation and sufficient data.

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.

8.02 Information/ Discussion/ Action

Consideration and approval of the Prop 39 Clean Energy Jobs Energy Efficiency Plan Funding – Rebecca Courtright, Financial Consultant, Robert Half; Yvonne Allen, Director, Business Services

Motion by: A. Rynberk to approve the contract with Lumeo, LLC in the amount of \$113,303 to write and submit Horizon’s Energy Expenditure Plan (EEP) to the California Department of Education. This plan is to realize energy efficiency savings through the replacement of the HVAC system and lighting, as well as the installation of covered parking areas with solar panels at the Nicolaus Road and Venture sites. This project is completely funded through monies provided by Proposition 39, Clean Energy Jobs Act.

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 Horizon Certificated Employee Association (HCEA) 2017/2018 Sunshine Negotiations Proposal – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: A. Rynberk to approve the HCEA 2017/2018 Sunshine Negotiations Proposal.

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.



8.04 Information/ Discussion/ Action  
 Consideration and approval of the Horizon Charter Schools –Horizon Certificated Employee Association (HCS-HCEA) 2017/2018 Sunshine Negotiations Proposal – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: K. Dahlstrom to approve the HCS-HCEA 2017/2018 Sunshine Negotiations Proposal.

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.

8.05 Information/ Discussion/ Action  
 Consideration of the Horizon Charter Schools (HCS) 2018/2019 *Draft* School Calendar– Cynthia Wood, Superintendent/ Chief Executive Officer

Motion by: M. L. Smith to approve the Horizon Charter Schools 2018/2019 School Calendar.

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  
 WASC Self-Study Report – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

- K. Collins reviewed the WASC self-study document, which is the foundational document for the WASC accreditation for Horizon Charter Schools.

## 10. GOVERNING BOARD

### 10.01 FUTURE AGENDA ITEMS

- ~~March 16, 2018~~ - Regular Meeting of the Governing Board  
March 15, 2018

### 10.02 BOARD MEMBER REPORTS/COMMENT

M. Nuñez would like to stay updated on the prom issue that was brought up by a HCS Student during the Communication from the Public.

## 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.