



REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, April 19, 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. (3:05 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 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. (5:36 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

Motion by: A. Rynberk to accept and adopt the Student Agreement for the Expulsion of Student 17-21.

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

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.

- 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 Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction given to the Superintendent.

5:40 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.

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

R. Courtright addressed the Governing Board.

Clean Energy Jobs Act Funds

California Energy Commission approved our application for funding. We had a successful bidder for the HVAC project, Emcor. We will be advertising for RFP's for the lighting project in the next couple of weeks. Both contracts will come to the Governing Board for approval at the next meeting.

Staffing:

We are currently down two CSEA positions in the Business Office. Staff has been working very hard including volunteering for overtime to ensure that all of the end of the year purchases are processed in a timely manner. We have not noticed any significant delays in placing orders and there have been no complaints by parents or staff. We expect to have the Business Office fully staffed soon.

OPS:

We are currently beta testing the parent access module in OPS and the feedback has been positive and very helpful. OPS was particularly grateful for the detail in the feedback that was provided by Mr. Dutra.

School Pathways and OPS:

School Pathways and OPS have been working with administrative staff to merge the student information data from Partners with Horizon for the 2018/2019 school year.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- Horizon Charter Schools Education Foundation (HCSEF) 2nd Annual Art Contest Awards

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:

- March 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 World History Curriculum for High School, 200, Six (6) year licenses and Six (6) Teacher Guides for Grade 11- in the amount of \$21,123.53– Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.07 Consideration and approval of 100 Rosetta Stone Foreign Language Online Subscriptions for a 12-month term in the amount of \$11,500.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.08 Consideration and approval of i-Ready Diagnostic/ Instruction/ Professional Development Quote #1: One (1) Year for 1201 or more students in the amount of \$30,108.75 and Quote #2: One (1) Year for 500 students in the amount of \$5,700.00 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.09 Consideration and approval for Purchase of ‘myPerspectives’ Curriculum for Grade 9- One (1) Year of Digital Courseware for 150 Students and 15 Teachers in the amount of \$6,393.65 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.10 Consideration and approval of Lincoln Montessori Community Cooperative (LMCC) Play Area Padding Replacement in the amount of \$24,660.77 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.11 Consideration and approval of the School Steps Nursing Memorandum of Understanding (MOU) at a daily rate of \$700 or a half day rate of \$350. – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.12 Consideration and approval of the Feddersen and Company, LLP 2017/2018 Contract to complete financial audit and information returns in an amount not to exceed \$27,300. – Rebecca Courtright, Financial Consultant, Robert Half; Yvonne Allen, Director, Business Services

- 7.13 Consideration and approval of the Online Purchasing System (OPS) Contract for the 2018/2019 School Year in the amount of \$23,676. – Rebecca Courtright, Financial Consultant, Robert Half; Yvonne Allen, Director, Business Services
- 7.14 Consideration and approval of the Placer County Office of Education (PCOE) Charter Fingerprint Consortium Memorandum of Agreement – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.15 Consideration and approval of the Williams & Paddon Agreement for the Restroom Renovation at 1515 Cirby Way in an amount not to exceed \$2178.00 – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.16 Consideration and approval of the Marquez Editing Memorandum of Understanding (MOU) for editing and formatting services in the amount of \$10,000.00 – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: J. Dutra to approve the Consent Agenda in its entirety.

Second by: A. Rynberk

	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 Mesa Energy Systems, Inc., Heating, Ventilation, and Air Conditioning (HVAC) Improvements Contract (funded by Prop. 39 Clean Energy Jobs Act) – Rebecca Courtright, Financial Consultant, Robert Half

Motion by: M. Nunez to Authorize the Superintendent/CEO to sign a contract with Mesa Energy Systems, Inc., not to exceed \$315,970. pending legal review of the contract language and verification of funding from California Energy Commission.

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.

8.02 Information/ Discussion/ Action

Consideration and approval of Assistant Superintendent, Business Services/ Chief Business Official – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: A. Rynberk to approve Rebecca Courtright as the Assistant Superintendent/ Chief Business Official

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.

8.03 Information/ Discussion/ Action

Consideration and approval of the Charter Petition for Horizon Charter Schools– Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: K. Dahlstrom to approve the Charter Petition for Horizon Charter Schools.

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 Petition for Partnerships for Student Centered Learning – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: A. Rynberk to approve the Charter Petition for Partnerships for Student Centered Learning.

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.

9. INFORMATION/ DISCUSSION

None

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- May 17, 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.