



REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: Thursday, January 18, 2018
Meeting Place: Horizon Charter Schools Board Room
2800 Nicolaus Road, #100
Lincoln, CA 95648

REGULAR BUSINESS MEETING - 3:00 p.m. 3:00 P.M. START

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)

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 Fulfroost, 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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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 attended the Governor’s Budget Workshop.
- House prices are rising and interest rates are declining.
- Property tax revenues should increase. California property and income taxes are among the highest in the nation.
- The stock market is rising with no end in sight. A bubble burst will most likely leave California better off than it was 3-5 years ago.
- Unemployment is decreasing and wages are increasing.
- California is a ‘donor’ State, which means we pay more in Federal taxes than we receive in Federal services. Federal Income Tax policy changes are a huge cloud over the otherwise relatively sunny forecast for California’s economy. It is projected that by mid- 2018, the economy will reach its upper limit due to the rising federal deficit and the tightening of the labor market.
- The failure of the North American Free Trade Agreement (NAFTA) could have a significant negative impact on California’s economy.
- Unknown factors which will effect California’s economy include the legalization of cannabis.
- The three (3) economic forecasters that School Services uses to make their predictions are: The Department of Finance, The Legislative Analyst Office and UCLA’s Anderson Forecast. They are all predicting conflicting information of a recession or decline in California’s economy.
- California’s State Budget is funded from Personal Income Tax. Any modest change would have an amplified effect on the State Budget.
- Governor Brown’s term in office is ending and this presents an unknown political climate.
- The Budget Proposal most notably includes:
 - an investment in the governor’s “rainy day” fund which is expected to reach \$13.5 billion by the end of 2018/2019, which is the maximum allowed under the constitution.
 - Full funding of the Local Control Funding Formula (LCFF).
 - Continuing or expanding investments to combat poverty, expand access to health care and keep the costs of higher education affordable.
 - Investments to maintain and improve the State’s infrastructure to combat climate change
- The Budget Proposal does not include changes in the Children’s Health Insurance Program (CHIP) or the Affordable Care Act (ACA).
- The Local Control Accountability Plan (LCAP) and the LCFF, both of which are intended to tie funding to student achievement, have been around for more than five (5) years and the focus has shifted to the California School Dashboard to see how effective these programs and policies have been. While School Services feels that five (5) years is not long enough to fully evaluate a system this large and complex, there is enough performance data to allow both supporters and critics to voice their opinions. Again, another mixed bag of priorities and direction from the State which seem to constantly be changing.

- California State Board of Education President, Mike Kirst and State Superintendent of Schools, Tom Torlakson, have been vigorously defending the California Dashboard as an effective tool to help educators provide targeted intervention for critical student subgroups.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- California School Services is the primary advisor for the school districts of the State of California. We will be doing the same ‘wait and watch’ as everyone else in the State as we approach the May Revise, hoping for a little more certainty.
- We will begin negotiations with our unions as early as January 25, 2018. This will include discussion and presentation of information for proposals. We are looking at the target of fairness for salaries, i.e., how our salary structure matches up to other school districts and charters.
- Currently, we are working toward the WASC and charter renewals. This will be an ambitious and hard-working six (6) months.

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:
- December 14, 2017, 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 School Pathways Online Registration Contract in the amount of \$2,680.00 – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

- 7.07 Consideration and approval of the Ray Morgan Copier Agreement & Final Proposal in the amount of \$11,747.86 per month, for a period of 72 Months – Sergio Herrera, IT Administrator/ Network Services Administrator and Advisor
- 7.08 Consideration and approval of the Rich Ayala Music Letter of Agreement in the amount of \$75. per hour for 12 sessions – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.09 Consideration and approval of the Playwell Teknologies Letter of Agreement in the amount of \$147.50 per course, per participant for the period between 2/9/2018 to 4/27/2018 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.10 Consideration and approval of the Mad Science of Sacramento Valley Program Contract in the amount of \$159. Per class for the 2018 School Year – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.11 Consideration and approval of William Jessup University (*not affiliated with Horizon Charter Schools in any way, for facility use only*) Catering Quote for Teacher Inservice catering on February 27, 2018, in the amount of \$2,958.64 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.12 Consideration and approval of the Amendment to the Brigham Young University (BYU) Memorandum of Understanding (MOU) through the end of the 2017/2018 school year – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.13 Consideration and approval of the Marquez Editing MOU Extension in the amount of \$2,000. – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.14 Consideration and approval of the Williams and Paddon Agreement Extension for the Provision of Limited Professional Services in an amount not to exceed \$15,000. – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

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

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

Motion by: A. Rynberk to approve the College Readiness Block Grant.

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 Controversial Issues Policy – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- This policy has been on the Agenda and has been discussed for the past four (4) months.
- An area of concern is the time allotment to notify parents of controversial topics that will be presented to their children.
- Excerpts from the Education Code concerning this topic were read by C. Wood and the following points were discussed:
 - Education Code 51938, which is the right of the Parent or Guardian to excuse their child from all or part of comprehensive sexual education,

health education, HIV prevention education and assessments related to that education through a passive consent or opt-out process.

- A School District shall not require active parental consent (an Opt-In) for comprehensive sexual education and HIV prevention education.
- Part B of Education Code 51938 states that, at the beginning of each school year, or at the time of the pupil's enrollment, the school district or charter shall notify the parent or guardian about instruction in comprehensive sexual health education and HIV prevention education and research on pupil health behavior and risks.
- HCS has been utilizing the California School Boards Association (CSBA) Gamut program, when developing policies.
 - Some school districts will vote in these policies from CSBA, directly.
 - We select key policies, review them and then tailor them to our specific needs, while keeping with Education Code.
- Reasonable notice vs. 14-Day notice. If arrangements for this instruction are made after the beginning of the school year, notice shall be made by mail or another commonly used method of notification, no fewer than 14-Days before instruction is to begin.
- Our teachers prepare the curriculum and the focus, they believe that if a speaker is invited from the outside or students are invited to bring information from the outside, teachers should be able to review and screen that information to determine if it would warrant parents wanting to opt-out.
- Highly concerned parents are asking for the 14-Day notice or beginning of the year notification for opting out.
- A. Rynberk prefers to keep Education Code as it stands and not put too much in writing that someone will have to be accountable for. She is o.k. with the ambiguity of "reasonable", with the intent of being more than reasonable. She advocates keeping the policy as easy as possible to implement, keeping in mind what the parents want and going above that.
- M. L. Smith stated that the policy needs more work and she will not vote for it.
- C. Wood explained the process that the CSBA uses to produce its Gamut policies for California schools to adopt. CSBA reviews each of the policies with their attorneys in order to recommend these policies to California school districts.
- WPUSD adopts the policies directly from the Gamut program and then they write procedurally from there.
- J. Dutra inquired whether HCS would be legally liable for not adhering to the 14-Day notification. If there is going to be a modification in the curriculum after the school year has commenced, he believes the 14-Day notice is necessary.
- Sticking with the Education Code and keeping it broad should keep us safe with regard to adherence.

Motion by: A. Rynberk to adopt the Controversial Issues Policy, in keeping with Education Code.

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

9.01 Information/ Discussion

Consideration of Educational Services Update – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

- The WASC report will be finalized tomorrow when it will be uploaded to the WASC Commission and then sent to the visiting team chair. The self-study report has been worked on for the past two (2) years.
- Administration worked diligently to include all of the school community.
- Key areas of strength:
 - Assessments- both our local and summative assessments have given us data which has been used to support struggling students through our Multi-Tiered Systems of Support (MTSS) and the HUB resources for parents, students and teachers.
 - Standards based instruction and student achievement are central to our Horizon Charter Schools LCAP. The LCAP must tie to our standards based achievement scores. The California Dashboard must connect to what the LCAP goals are and determining how financial resources will be allocated to support those identified goals.
 - A wide array of resources to students, parents and staff to promote and ensure continuous academic improvement. One of the goals of WASC is to demonstrate continuous improvement and achievement. The development of a Personalized Educational Plan tailored to meet our students’ strengths and special interests, is also among the resources provided by Horizon Charter Schools.
- Key areas of growth:
 - The graduation rate is low and our stagnant student achievement must be the continued focus of our MTSS, intervention efforts and program recommendations. High school MTSS should have a stronger focus and information regarding this focus must be shared with all stakeholders, making sure that all are informed of the ‘whys’ and understanding what impacts our student graduation rate. Our graduation rate is a culmination of a four (4) year cohort. So that doesn’t mean only students who start 9th

grade and end 12th grade with us. It means that any student who should be graduating in the fourth year, coming to us in their senior year and not graduating that year, that student will negatively affect our graduation rate.

- A continued improvement in school and community engagement is also needed. There has been a great improvement in this area over the past couple of years. Data from parents participating in events led by our Parent Liaison and Parent Educator is showing that we are making progress, yet we still have work to do in this area.
- Student academic achievement results in Math and English Language Arts (ELA) must also improve.
- The purposes of WASC are to reflect on our strengths and celebrate our achievements as well as reflect on our areas of weakness and areas for growth. Based on those areas where growth is needed, we create and revise our school-wide action plan.
- The MTSS program has been built from the ground up over the course of the last three (3) years.
- We do not have full stakeholder engagement yet.
- 90% of Tier 3 students who access the intervention are making progress.
- Availability of these programs must be communicated to the families. In order to achieve full stakeholder engagement, we must make sure we are notifying the families of the resources available to them through Horizon Charter Schools.
- A Regular snap shot info is being sent out from C. Hartman which informs families of how many students are now using i-Ready, etc. Teachers want to recognize students for their i-Ready progress to encourage students who are trying and making achievements.
- Now that we have the LCAP data release from the State, we will be able to start our annual update to see if student achievement is increasing in areas. Board approval will be sought in April or May.
- Expected Measurable Outcomes vs. the Actual Outcomes. Finances are to align with how student achievement will be supported.
- Dashboard data released last March and December. Growth is measured by looking at the status from prior years vs. change over time. Changes in the Dashboard cut-scores have helped Horizon Charter Schools' results.
- Key initial findings show HCS suspension rates are low. This indicates high marks on the California Dashboard as does our English Learner progress indicator. PaSCL shows our graduation rate, English and Math performance need improvement.
- When results are received from the Dashboard we will use them (along with other local and state indicators) to revise our LCAP as well as our WASC goals, actions and services.
- A. Rynberk mentioned an email she saw to teachers, asking what they think. She was impressed that we are looking at the way successful teachers are doing things.
- K. Dahlstrom asked K. Collins to check on whether parents pulling their students out to graduate them early is negatively affecting our graduation rate. K. Collins

stated that early graduates still receive a diploma so the student is considered successfully graduated. We get points for concurrent enrollment.

- J. Dutra asked if we have a school-wide test preparation for students who need improvement. K. Collins mentioned that our i-Ready is what we use for test preparation. Supervising Teachers can access i-Ready results and share with families.

10. GOVERNING BOARD

10.01 FUTURE AGENDA ITEMS

- February 15, 2018- Regular Meeting of the Governing Board

10.02 BOARD MEMBER REPORTS/COMMENT

Beginning with the February 15, 2018 Governing Board Meeting, the open session will begin at 5:30 p.m. instead of 6:00 p.m.

11. ADJOURNMENT – 7:28 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.