



**REGULAR MEETING OF THE GOVERNING BOARD  
ADOPTED MINUTES**

Date: Thursday, June 21, 2018  
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

- Parent Representative: Andrea Rynberk
- Parent Representative: Kimberly Dahlstrom
- Education/Community Representative: Mary-Lou Smith
- Parent Representative: Joe Dutra
- Community Representative: Milly Nuñez
- Parent Representative: Crystal Carrico

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.*

J. Morgan read a prepared statement from the HCSA/CTA/NEA to the Governing Board.

**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  
James Traber, ESQ, Fagen, Freidman and Fulfroost, 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- HCSA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education 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 Fulfroost, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

**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)

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

James Traber, ESQ, Fagen, Freidman and Fulfroost, LLP

Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

No action taken.

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- HCSA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education 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 2018 Laurie Cox Scholarship Award Presentation – Cynthia Wood, EdD,  
Superintendent/ Chief Executive Officer

R. Rogers presented the 2018 Laurie Cox Scholarship award. Family of Laurie Cox was present to speak on her behalf.

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

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6.02 Horizon Certificated Employees Association

- No statement submitted.

6.03 HCSA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education Association)

- No statement submitted.

6.04 Assistant Superintendent, Business Services/ Chief Business Official – Rebecca Courtright

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- Awards and Retirements

C. Wood welcomed the families and presenters for the awards to be handed out tonight.

The resignation of A. Rynberk, from the Horizon Charter Schools Governing Board after ten years, was announced, effective immediately.

## 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:
  - May 17, 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 California School Boards Association (CSBA) Gamut Online Program for a term of July 1, 2018 to June 30, 2019 in the amount of \$3,015.00 – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.07 Consideration and approval of The School Services of California, Inc. Contract for services July 1, 2018 to June 30, 2019 in the amount of \$2,400, plus expenses – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 7.08 ~~Consideration and approval of Western Placer Unified School District (WPUSD) Request for Technical Assistance Fees – Cynthia Wood, EdD, Superintendent/Chief Executive Officer~~
- 7.09 Consideration and approval of the Sunshine Event Facility Rental for August 1, 2018 in the amount of \$200 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer
- 7.10 Consideration and approval of the Independent Educational Evaluation (IEE) Memorandum of Understanding (MOU) in an amount not to exceed \$4,500. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.11 Consideration and approval of the Illuminate eduClimber Data Tool Proposal in an amount not to exceed \$15,000.00 year 1, and School Pathways Data Bridge in an amount not to exceed \$4,000. – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer; Cat Kaslan, Data Analysis, Contract Programs

- 7.12 Consideration and approval of the Contract with Absolutely Electric, Inc., to upgrade lighting at the Nicolaus Road and Venture Drive offices for the term between July 1, 2018 through June 30, 2019 in the amount of \$118,314. – Rebecca Courtright, Assistant Superintendent, Business Services/ Chief Business Official
- 7.13 Consideration and approval of the Valley Springs Church (*for facility rental only, not affiliated with Horizon Charter Schools in any way*) Facility Rental Contract for Back to School Orientation on August 9, 2018 in the amount of \$120. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer

Motion by: J. Dutra to approve the Consent Agenda, less item 7.08.

Second by: M. Nuñez

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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 Horizon Charter Schools Governing Board Vacancies – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- Two (2) Parent Representative Positions
  - Joe Dutra, Incumbent
  - Crystal Carrico

J. Dutra was sworn in as the Parent Representative on the Horizon Charter Schools Governing Board through the year 2022.

C. Carrico was sworn in as a Parent Representative on the Horizon Charter Schools Governing Board through the year 2022.

### 8.02 Information/Discussion/Action

Consideration of the Horizon Certificated Employees Association (HCEA) Tentative Agreement - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

C. Wood advised the Governing Board, although there has been a competitive compensation agreement presented to the HCEA, there is nothing to vote on tonight.

8.03 Information/ Discussion/ Action  
Consideration of the Compensation Plan for Unrepresented Employees - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion by: K. Dahlstrom to approve the Target of Fairness Salary Schedule for Psychologist, Speech Therapy Providers, Guidance Counselors and all other Unrepresented Employees.

Second by: M.L. Smith

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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 of Director Salary Schedule – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

Motion by: J. Dutra to approve the Director Salary Schedule for 200 and 215 days.

Second by: M. L. Smith

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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 Sutter Health Plus Health Plan Contract from July 1, 2018 to June 30, 2019 – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer

Motion by: M. Nunez

Second by: K. Dahlstrom

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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.

8.06 Information/Discussion/Action

Consideration of the Reimbursement Resolution to establish a Limited Liability Company (LLC) for the Horizon Learning Center (HLC). In addition, the Resolution will allow for the reimbursement of all expenses associated with building the HLC - Rebecca Courtright, Assistant Superintendent, Business Services/ Chief Business Official

Motion by: M. L. Smith to Establish a LLC for the HLC and allow reimbursement of all expenses associated with building the HLC.

Second by: J. Dutra

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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.



8.07 Information/Discussion/Action  
 Consideration of the ~~2019/2020~~ 2018/2019 Budget for Horizon Charter Schools –  
 Rebecca Courtright, Assistant Superintendent, Business Services/ Chief Business  
 Official

Motion by: K. Dahlstrom to adopt the 2018/2019 Budget.

Second by: J. Dutra

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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.

8.08 Information/Discussion/Action  
 Consideration of the Contract with Placer County Office of Education (PCOE) for  
 Escape Licensing and Maintenance fees for the term of July 1, 2018 to June 30,  
 2019 in the amount of \$4,607. – Rebecca Courtright, Assistant Superintendent,  
 Business Services/ Chief Business Official

Motion by: M. L. Smith to approve the Contract with PCOE for Escape Licensing and  
 Maintenance fees.

Second by: M. Nunez

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Rynberk:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
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.

8.09 Information/Discussion/Action  
 Consideration of Placer County Office of Education (PCOE) Escape Technology  
 Consulting Support Services for the term of July 1, 2018 to June 30, 2019 in the  
 amount of \$38,082 – Rebecca Courtright, Assistant Superintendent, Business  
 Services/ Chief Business Official

Motion by: K. Dahlstrom to approve the PCOE Contract for Escape Technology Consulting  
 Support Services.

Second by: M. L. Smith

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crystal Carrico:	<input type="checkbox"/>	<input type="checkbox"/>	X	<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.

8.10 Information/Discussion/Action

Consideration of Contract with San Joaquin County Office of Education (SJCOE) for Medi-Cal billing support amount according to fee schedule – Rebecca Courtright, Assistant Superintendent, Business Services/ Chief Business Official

Motion by: M. L. Smith to Continue the Contract with SJCOE for Medi-Cal Billing Support.

Second by: J. Dutra

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crystal Carrico:	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.

8.11 Information/Discussion/Action

Consideration of the Purchase of Three (3) Network Servers from Simplivity in the amount of \$126,084.08 – Rebecca Courtright, Assistant Superintendent, Business Services/Chief Business Official; Sergio Herrera, IT Administrator/Network Services Administrator and Advisor

S. Herrera gave a brief synopsis of this item to the Governing Board.

Motion by: J. Dutra to Purchase three (3) Network Servers.

Second by: K. Dahlstrom

	Aye	No	Abstain	Absent
Kim Dahlstrom:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crystal Carrico:	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

- August 17, 2018- Regular Meeting of the Governing Board
- Special Meeting Sessions

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](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.