



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

Date: Thursday, November 29, 2018
Meeting Place: Horizon Charter Schools Board Room
2800 Nicolaus Road, #100
Lincoln, CA 95648

**REGULAR BUSINESS MEETING
3:00 P.M. START 3:01 p.m.**

1. CALL TO ORDER – Horizon Charter Schools Board Room

PLEDGE OF ALLEGIANCE

ROLL CALL

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

2. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside to allow 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 before 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)
JaDene Jones, Director of Operations
 - 3.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) APN 329-010-034
Horizon Learning Center Negotiators:
Chip Eady, ESQ, Procopio Law Firm
Aiko Yamakawa, ESQ, Procopio Law Firm
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Kevin Sheehan, Kidder & Matthews
 - 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
Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
 - 3.05 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCSCA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education Association)
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Paul Thompson, ESQ, Fagen, Friedman and Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
 - 3.06 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)

Employment Agreement for Superintendent/ Chief Executive Officer: Goals and Objectives

Horizon Charter Schools Governing Board
James Traber, ESQ, Fagen, Freidman and Fulfroost, 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)

JaDene Jones, Director of Operations

There was a majority vote to expel Student #18-12

4.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) APN 329-010-034

Horizon Learning Center Negotiators:
Chip Eady, ESQ, Procopio Law Firm
Aiko Yamakawa, ESQ, Procopio Law Firm
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
Kevin Sheehan, Kidder & Matthews

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)

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

Direction given to the Superintendent.

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Direction given to the Superintendent.

- 4.06 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Employment Agreement for Superintendent/ Chief Executive Officer: Goals and Objectives
Horizon Charter Schools Governing Board
James Traber, ESQ, Fagen, Freidman 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

This portion of the meeting is set aside to allow 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 before the start of the meeting.

Prior to the communication from the public, Governing Board President, Kim Dahlstrom, read a prepared statement from the Governing Board which stated;

We the members of the HCS Governing Board want to thank all of the staff and parent community of Horizon that have provided us with necessary information and perspective as we progress forward with the negotiation process at Horizon. We value your contributions and we consider them when we make our decisions. We are the Governance Team for Horizon Charter Schools, along with the Superintendent and Administration. Together we must consider the well-being

and financial solvency of our charter while making any and all decisions. We have reviewed the proposals and the counter-proposals. We have confidence in the Superintendent, Dr. Cynthia Wood, and we support the entire negotiation team of administrators and teachers. We will continue with our financial analysis, including an independent, third party finance expert who is evaluating a number of compensation scenarios presented through the negotiation process. At the December meeting of the Board, December 20, 2018, we will evaluate the progress and determine the next steps of direction for the Superintendent. There will be no further negotiation sessions between now and December 20, 2018. Thank you.

The following people submitted speaker cards and addressed the Governing Board with their concerns regarding salary and compensation:

*Becky Morales
Gail Buhlert
Kerry Moulin
Jalaine Morgan
Marilee Dalton
Rhonda Cobian
Kathleen Byers
Theda Sheffield
Travis Stull
Alisa Bradbury
Susan Pagel
Leslie Bellini*

6.02 Horizon Certificated Employees Association

- No statement.

Jalaine Morgan read the HCEA Statement and handed out copies of the Statement to the Governing Board. This statement was intended to be delivered by the author, R. Rauno, HCEA Attorney, who was unable to attend the meeting.

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

- Statement attached.

Marcy Jo Williams, HCSCA Vice President, read the HCSCA Statement aloud to the Governing Board and stated that the negotiations meeting previously scheduled for Tuesday, November 27, 2018, was canceled, mutually, by Administration and HCSCA leadership.

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

C. Wood spoke for R. Courtright who lost her voice. Wood noted that the Independent Auditors Report already addressed much of the information that R. Courtright would have delivered.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood spoke to the Governing Board and stated that in response to their statement this evening, a third party provider will continue work on the study.

C. Wood then wished all a wonderful holiday and restful time together with family and friends.

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:

- October 18, 2018, Regular Meeting of the Governing Board

7.02 Consideration and approval of Enrollment Report – Rebecca Courtright, Assistant Superintendent, Business Services/ Chief Business Official; Yvonne Allen, Director, Business Services

7.03 Consideration and approval of Warrant Report – Rebecca Courtright, Assistant Superintendent, Business Services/ Chief Business Official; 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 Freebirds Catering Agreement for the Teacher Inservice on January 31, 2019 in the amount of \$1,429.17 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Caitlin Hartman, Director, Curriculum, Instruction & Professional Learning

7.07 Consideration and approval of Discovery Ed Science Tech Books annual renewal in the amount of \$442. - Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Eric Sweiven, Director, Online Learning & Educational Technology

~~7.08 Consideration and approval of the Virtual Learning Instruction (VLI) Program Fund – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Eric Sweiven, Director, Online Learning & Educational Technology~~

- 7.09 Consideration and approval of the Consumnes Community Services District Facility Rental Quote for VLI finals on 12/17/18 and 12/19/2018 in the amount of \$880. - Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Eric Sweiven, Director, Online Learning & Educational Technology
- 7.10 Consideration and approval of the Sunshine Event Center Facility Rental Quote for ST meeting and Eagles Nest Event in Elk Grove in the amount of \$380. - Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer; Eric Sweiven, Director, Online Learning & Educational Technology
- 7.11 Consideration and approval of the Mixmaster Disc Jockey Contract for the Senior Gala 2019 in the amount of \$300. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Official
- 7.12 Consideration and approval of IOP School Photography for the Senior Gala 2019 in the amount of \$321.75 – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Official
- 7.13 Consideration and approval of the Meraki License Renewal for the 2019/2022 School Year in the amount of \$13,596.87 – Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Sergio Herrera, IT Administrator/Network Services Administrator & Advisor

Motion by: M.L. Smith to approve the Consent Agenda, without item 7.08. Additional information on this item is requested by the Governing Board.

2nd by: K. Dahlstrom

	Aye	No	Abstain	Absent
Kim Dahlstrom:	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"/>
Crystal Carrico:	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 Consideration and approval of Audit Report for year ending June 30, 2018 – Rebecca Courtright, Assistant Superintendent, Business Services/Chief Business Official

Kurt Feddersen of Feddersen and Company, LLC, went over the Certified Audit for the year ending June 30, 2018, for Horizon Charter School.

The Independent Auditor’s Report is conducted in accordance with auditing standards in the United States of America and the generally accepted standards applicable to financial audits contained in Government Auditing Standards, issued

by the Controller General of the United States. This report received a clean opinion, which is the highest level of opinion possible. Management's discussion and analysis are points that are not a part of the audit, but are points that management wanted to make. A comparative analysis shows that current assets dropped by approximately \$1.2 million. Liabilities went up to \$1.3 million. Overall, considering the two schools, Partnerships for Student Centered Learning and Horizon Charter School combined, net assets dropped by \$1.3 million. K. Feddersen commended the Governing Board on closing Partnerships for Student Centered Learning because most of the loss incurred was from Partnerships for Student Centered Learning.

Revenues came 52% in lieu of Property Tax and 29% Local Control Funding Formula (LCFF).

Expenditures reflect Certificated salaries at 40% and Classified salaries at 10%, books and supplies 6.2% and employee benefits 14%, services and other operating expenses 29% and depreciation and interest 0.3%.

Analyzing the Average Daily Attendance (ADA) of both schools combined, in the year ending June 30, 2008, the ADA was 2,955. During the year ending June 30, 2018, the ADA is 2,050. There is a trend here that shows declining enrollment. K. Feddersen also recognized that the charter school arena is becoming more and more competitive, which is causing some charter schools to close.

Assets for both schools, combined, show that current assets have dropped by \$1.4 million during this past year. A drop like this is significant and if this were to continue, there are only so many more years that the school could survive under that scenario. However, assets are \$13 million and liabilities of \$1.3 million. That indicates a healthy school. When we separate the schools, Horizon had a net profit of \$476K, which is a good sign. Partnerships for Student Centered Learning total revenue was \$5.9 million and expenses were \$7.5 million incurred a loss of \$1.6 million in Partnerships for Student Centered Learning. Overall, the schools combined lost \$1.287 million, which is a big number. J. Dutra asked if the \$1.4 million loss would be something that we should expect to continue, since it was incurred from the closing of Partnerships for Student Centered Learning. K. Feddersen stated that there are still a lot of expenses from Partnerships for Student Centered Learning from the students pulled over to Horizon. However, he does not believe that Horizon will lose \$1.2 million this year.

Notes to the financial statements include employee benefit plans. CalSTRS is only 65% funded. CalSTRS data from June 30, 2017 shows actuarial value of the assets is \$179 billion. The actuarial liability is \$286 billion. Unfunded accrued liability is \$107 billion. The increase in CalSTRS contributions in 2014 was 8.25%. For this year, it is going to be 16.28% and it is going to cap at 19%. So if a CalSTRS participant is paid \$1,000, realize that they will now be paid another \$190 on top of that, as that is the CalSTRS requirement.

In closing, K. Feddersen complimented the Governing Board again, on the closure of Partnerships for Student Centered Learning and cautioned the Board on maintaining healthy reserves.

J. Dutra asked how Horizon measures up to other charter schools, with regard to percentage. K. Feddersen responded that when compared to other schools, Horizon is in the upper percentile, is healthy, and has a good, strong reserve. However, Horizon lost \$1.2 million last year, with the close of partners, which is not something shared by other schools. K. Feddersen cautioned that the current reserves will shrink rapidly if this trend continues.

Motion by: K. Dahlstrom to approve the Audit Report for year ending June 30, 2018.

2nd by: J. Dutra

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

Motion carried.

- 8.02 Consideration and approval of the Medi-Cal Administrative Activities (MAA) Contract with Sutter County Office of Education (SCOE) – Rebecca Courtright, Assistant Superintendent, Business Services/Chief Business Official

No action taken.

- 8.03 Consideration and approval of the Horizon Charter Schools Classified Association/California Teachers Association/National Education Association (HCSCA)/CTA/NEA) Tentative Agreement 2018/2019 - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

This item was moved to the December 20, 2018 Agenda.

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

This item was moved to the December 20, 2018 Agenda.

9. INFORMATION/ DISCUSSION

None

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

K. Dahlstrom asked if the upcoming workshops could also include the public. C. Wood stated that, the workshops will be posted as a meeting and will be open to the public/

10.02 FUTURE AGENDA ITEMS

- December 20, 2018- Regular Meeting of the Governing Board
CLOSED SESSION – Superintendent’s Office, 2800 Nicolaus Road, #100, Lincoln, CA
7:15 p.m.
- 3.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) APN 329-010-034
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- 3.06 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
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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

There was a majority vote to expel Student #18-12.

- 4.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) APN 329-010-034
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Direction given to the Superintendent.

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Direction given to the Superintendent.

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

10.02 FUTURE AGENDA ITEMS

- December 20, 2018- Regular Meeting of the Governing Board

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 before 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 ten working days before the meeting.

Individuals requiring disability-related accommodations or modifications including auxiliary aids and services to participate in the Governing Board meeting should contact the Chief Executive Officer or designee in writing, at least two (2) days before the 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.