



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

Date: Thursday, December 20, 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

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

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. 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)

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

- 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 Fulfroft, 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

Motion by: J. Dutra to approve Student #18-15 with noted stipulations.  
2<sup>nd</sup> by: M. Nunez

	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"/>

Motion carried.

- 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

No report out.

- 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 Fulfroft, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

No report out.

- 4.04 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

No report out.

- 4.05 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCSCA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education Association)

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

No report out.

- 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 PRESENTATION

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

### 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.*

The following people addressed the Governing Board regarding compensation issues:

*Debbie Dutton  
Jennifer Gamble  
Susan Pagel  
Jalaine Morgan  
Vicki Hillier  
Kerry Moulin  
Becky Morales  
Carrie Kopay  
Tracy Pipkin (for Nancy Christensen)*

6.02 Horizon Certificated Employees Association

- Statement attached.

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

- No Statement.

Jalaine Morgan read a prepared statement to the Governing Board.

Rafael Ruano, ESQ, of Goyette & Associates addressed the Governing Board regarding the negotiations process.

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

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

C. Wood provided a clarification regarding the auditor's report from last month's Governing Board meeting and said that the \$1.2 Million loss that HCS incurred was due to the closure of the Partners charter.

Negotiations with HCEA will resume on January 29<sup>th</sup>, 2019. The third party study is in progress.

## 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:

- November 29, 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 Grace Life Church (*not affiliated with Horizon Charter School in any way, for facility use only*) Assessment Facility for California Assessment of Student Performance and Progress (CAASPP), state mandated testing for April 9-12, 2019 in an amount not to exceed \$2,750. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- 7.07 Consideration and approval of the Facilities Rental Budget for Labs/Workshops/Meet-ups for the remainder of the 2018/2019 school year in an amount not to exceed \$1500. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.08 Consideration and approval of the Learning Ally Package Renewal through December 31, 2019 in the amount of \$2,025. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director, Special Education
- ~~7.09 Consideration and approval of the Form J-13A Emergency ADA, Request for allowance of attendance due to emergency conditions causing school closure – Yvonne Allen, Director, Business Services~~
- 7.10 Consideration and approval of the Placerville Seventh Day Adventist Church (*not affiliated with Horizon Charter School in any way, for facility use only*) Use Agreement for art labs and meeting rooms for the dates of January 14, February 4 & 25, March 11 & 25, April 8 & 29 and May 13, 2019 in the amount of \$440. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.11 Consideration and approval of the Southgate Recreation & Park District facility rental for California Assessment of Student Performance and Progress (CAASPP), state mandated testing on February 11, 2019 and March 14, 2019 in the amount of \$731.25 - Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.12 Consideration and approval of the Assessment Facilities request for facility rentals for the remaining 2018/2019 school year, specifically for facility usage not yet secured, for the assessment department, in an amount not to exceed \$1200.00 - Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.13 Consideration and approval of the Professional Development Proposal for two (2) day data training for Horizon leadership and staff, January 2019 in the amount of \$2,000. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer

Motion by: M. L. Smith to approve the Consent Agenda without item 7.09.  
 2<sup>nd</sup> 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"/>

Motion carried.

7.09 Consideration and approval of the Form J-13A Emergency ADA, Request for allowance of attendance due to emergency conditions causing school closure – Yvonne Allen, Director, Business Services

Motion by: J. Dutra to approve the Form J-13A Emergency ADA Request.  
 2<sup>nd</sup> by: M. Nunez

	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"/>

Motion carried.

The form was signed at the meeting and Y. Allen reviewed the document for completion.

## 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 Board Monitoring Report- Student Learning Goal 2.0 – Kelly Collins, Assistant Superintendent, Educational Services/ Chief Academic Officer

Motion by: K. Dahlstrom  
 2<sup>nd</sup> 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"/>

Motion carried.

8.02 Consideration and approval of the First Interim Budget Revision Report – Rebecca Courtright, Assistant Superintendent, Business Services/Chief Business Official

R. Courtright addressed the differences between the First Interim Budget Revision and the Original Adopted Budget from June 2018. The changes included updated allocations for Revenue increases based upon the allocation from the PCOE SELPA to Horizon. Despite these revenue increases, the Special Education Department is projecting a greater expense within the General Fund due to increased expenses in both outside services and salaries. Salaries and benefits were decreased in the First Interim Budget Revision. Supplies and services were increased in the First Interim Budget Revision. Overall, the ending fund balance position was improved and enrollment remains on target for the ADA that was budgeted.

Motion by: K. Dahlstrom to approve the First Interim Budget Revision Report.

2<sup>nd</sup> 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"/>

Motion carried.

8.03 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; Lezley Holmes, Director, Special Education

R. Courtright gave a presentation on the Medi-Cal Administrative Activities (MAA)- one year contract, can opt out after the one year contract.

Motion by: J. Dutra to approve the MAA Contract with SCOE.

2<sup>nd</sup> by: M. Nunez

	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"/>

Motion carried.

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

8.05 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



9. INFORMATION/ DISCUSSION

None

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

10.02 FUTURE AGENDA ITEMS

- January 17, 2019- Regular Meeting of the Governing Board  
Adjourned 7:15 p.m.

**CLOSED SESSION – Superintendent’s Office, 2800 Nicolaus Road, #100, Lincoln, CA**

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  
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- 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

**ADJOURN TO OPEN SESSION**

**The Governing Board will disclose any action taken in Closed Session regarding the following items:**

- 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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Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer

Direction given to the Superintendent.

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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

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  
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James Traber, ESQ, Fagen, Freidman and Fulfroost, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Direction given to the Superintendent.

## 10. GOVERNING BOARD

### 10.01 BOARD MEMBER REPORTS/COMMENT

### 10.02 FUTURE AGENDA ITEMS

- January 17, 2019 - 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](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.