



## REGULAR MEETING OF THE GOVERNING BOARD AGENDA

Date: Thursday, March 21, 2019  
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

PLEDGE OF ALLEGIANCE

ROLL CALL

- Parent Representative: Kimberly Dahlstrom
- Education/Community Representative: Mary-Lou Smith
- Parent Representative: Joe Dutra
- 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 Fulfrost, 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 Fulfrost, 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 Fulfrost, 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 Fulfrost, 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
- 4.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) APN 329-010-034  
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 James Traber, ESQ, Fagen, Freidman and Fulfrost, LLP  
 Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

**5:40 P.M.**

5. STUDENT PRESENTATION

- 5.01 Student Learning Goal – History Department update – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Lizette Sweiven (History Department Chair).

6. REPORTS AND COMMUNICATION

- 6.01 Communication from the Public

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*the Board Room. Speaker Cards are to be submitted to the Board Secretary before the start of the meeting.*

- 6.02 Horizon Certificated Employees Association
  - No statement attached.
- 6.03 HCSCA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education Association)
  - No statement attached.
- 6.04 Assistant Superintendent, Business Services/ Chief Business Official – Rebecca Courtright
- 6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

## 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:
  - February 14, 2019, 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 William Jessup Facility Rental & Quote for Virtual Learning Instruction (VLI) Finals on May 16, 17, and 21, 2019 in the amount of \$345.00 – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director, Online Learning & Educational Technology
- 7.07 Consideration and approval of the Cosumnes Community Services District (CSD) Facility Rental Contract for Senior Personalized Learning Presentations (PLP) on May 16, 2019 in the amount of \$1,000.50 (this facility rental falls under the contract approved at the December 2018, Governing Board meeting) – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer

- 7.08 Consideration and approval of the Church of the Foothills Facility Rental Contract for Region 1 Supervising Teacher (ST) checkout day, June 3, 2019 in the amount of \$70.00– Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.09 Consideration and approval of the Cosumnes Community Services District (CSD) Facility Rental Contract for Virtual Learning Instruction finals May 20 and 22, 2019 in the amount of \$880.00– Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director, Online Learning & Educational Technology
- 7.10 Consideration and approval of Contract with Placerville Seventh-Day Adventist Church for facility usage January 14, 2019 through May 24, 2019. Governing Board previously approved usage agreement dated December 21, 2018. - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.11 Consideration and approval of facility rental of New Life Community Church, May 29, 2019 for teacher meetings. - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.12 Consideration and approval to revise previously approved rental contract with Church of the Foothills, 2380 Merrychase Drive, Cameron Park, May 7, 2019. Additional rooms were added to the contract for CAASPP testing, the previously approved amount of \$1,000 remains the same. - Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.13 Consideration and approval of Eight (8) Year Lease Extension Renewal for 879 1<sup>st</sup> Street, Lincoln, Pending legal approval – Cynthia Wood, EdD, Superintendent/Chief Executive Officer (Tentative)
- 7.14 Consideration and approval of Two (2) Year Lease Extension Renewal for 911 Reserve Drive, Roseville, Pending legal approval – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.15 Consideration and approval of Two (2) Year Lease Extension Renewal for 1515 Cirby Way, Roseville, Pending legal approval – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.16 Consideration and approval of Memo of Understanding with Society For The Blind in providing services as needed for our VI students beginning March 1, 2019 through December 31, 2019, fee schedule attached. - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.17 Consideration and approval of the Snap & Read Purchase of five (5) Online Subscriptions (paid for by student instructional funds), in the amount of \$323.35– Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Caitlin Hartman, Director, Curriculum, Instruction and Professional Learning
- 7.18 Consideration and approval to purchase digital access for high school ELA and Math intervention materials for remainder of this year and next year in the amount of \$4,876.28. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer

- 7.19 Consideration and approval of the Salary Schedules – Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Rebecca Courtright, Assistant Superintendent Business Services/Chief Business Official
- 7.20 Consideration and approval of the Omni Services Agreement authorizing administrative services to employee retirement investment accounts beginning April 1, 2019 with a yearly cost of \$36.00 per year, per employee until contract termination. - Rebecca Courtright, Assistant Superintendent Business Services
- 7.21 Item moved to section 8.02
- 7.22 Item moved to section 8.03
- 7.23 Consideration and approval of a Two (2) year Consolidated Communications Internet contract renewal in the monthly amount of \$1,860.00. Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.24 Consideration and approval of a Two (2) year Consolidated Communications Ethernet service renewal in the monthly amount of \$6,625.00. Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.25 Consideration and approval of a Two (2) year Consolidated Communications voice service renewal in the monthly amount of \$1,594.15. Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.26 Consideration and approval of the Auditor Engagement letter, dated February 14, 2019 with Feddersen & Company, LLP not to exceed \$26,800. – Rebecca Courtright, Assistant Superintendent Business Services
- 7.27 Item moved to section 8.04
- 7.28 Consideration and approval of the PCOE Fingerprinting Consortium Memorandum of Agreement. Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.29 Consideration and approval of the HCS 2019-2020 School Calendar. Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.30 Consideration and approval of the Medi-Cal Billing Provider Participation Agreement. Rebecca Courtright, Assistant Superintendent Business Services/Chief Business Official

## 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 Science/Social Studies Internal Monitoring Report - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 8.02 Consideration and approval of HCS Graduation Requirements - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Cat Kaslan, Regional

Administrator/Contract Programs; Melora Klusnick, Lead Guidance  
Counselor/Guidance; Gabe Robert, Guidance Counselor/Guidance

- 8.03 Consideration and approval of Gigakom price proposal for network hardware in the amount of \$62,242.98 – Rebecca Courtright, Assistant Superintendent Business Services/Chief Business Official; Sergio Herrera, Information Technology Admin/Network Services Admin
- 8.04 Consideration and approval of an Energy Services Contract with Absolutely Electric Inc., to implement energy savings lighting equipment at the Nicolaus Road and Venture Drive facilities in the amount of \$118,314. - Rebecca Courtright, Assistant Superintendent Business Services
- 8.05 Information/Discussion/Action  
Consideration of the 2<sup>nd</sup> Interim Budget Revision - Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.06 Information/Discussion/Action  
Consideration of the Horizon Certificated Employees Association (HCEA) Tentative Agreement - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer
- 8.07 Information/Discussion/Action  
Consideration 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

- 9.01 Marketing 2018-2019 school year presentation (Colleen Nihen, Right Angle Productions)

## 10. GOVERNING BOARD

### 10.01 BOARD MEMBER REPORTS/COMMENT

### 10.02 FUTURE AGENDA ITEMS

- April 11, 2019- Regular Meeting of the Governing Board

## **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:  
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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

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**ADJOURN TO OPEN SESSION**

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10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

10.02 FUTURE AGENDA ITEMS

- April 11, 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.