



HORIZON CHARTER SCHOOL EDUCATION FOUNDATION

HCSEF is a non-profit corporation dedicated to raising money to benefit HCS students, giving them the opportunity to pursue academic achievement and to become productive and responsible citizens.

Regular Business Meeting Adopted Minutes

Date: Wednesday, February 13, 2019
Time: 10:00 a.m. to 12:00 p.m.
Place: 2800 Nicolaus Road, Suite 100
Lincoln, CA 95648
Small Conference Room

1. Call to Order – *10:10 a.m.*
2. Pledge of Allegiance
3. Roll Call

- | | |
|---|--|
| X Cynthia Wood, CEO | X Eric Sweiven, Administrative Rep. |
| X Mary-Lou Smith, Gov. Board Rep. | X Jennifer Nunes, CSEA Representative |
| X Yvonne Allen, CFO | X Theresa Woolley, Community Rep. |
| X Cheryle Shelton, Secretary | <input type="checkbox"/> Vacant, Treasurer |
| X Linda McGillicuddy, Confidential Rep. | <input type="checkbox"/> Vacant, HCEA Representative |

4. Communication from the Public

This portion of the meeting is set aside to allow an opportunity for individuals to address the HCSEF regarding matters not on the Agenda but within the HCSEF's subject matter jurisdiction. The HCSEF is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2.

5. Approval of Minutes

- January 23, 2019 Minutes for Approval

Motion by: J. Nunes

2nd by: T. Woolley

Motion carried.

6. Reports

- Financial Summary – Treasurer

Motion by: E. Sweiven

2nd by: L. McGillicuddy

Motion carried.

7. Discussion/Action

- The following positions are currently vacant:
 - HCEA Representative
*C. Wood discussed this item with the Teacher Leadership Team as well as the Unions. There was no interest.
E. Sweiven notified VLI of the vacancy. There was no interest*
 - Treasurer
Jasvinder Singh has submitted an email expressing interest in volunteering for this position.

Motion by: J. Nunes to elect Jasvinder Singh as the HCSEF Treasurer.

2nd by: C. Shelton

Motion carried. First attendance will be at the March 2019 HCSEF meeting.

- Art Contest – Jennifer Nunes
Approval of Gift Card amounts
- Fundraising
 - *L. McGillicuddy suggested putting a list together of what the HCSEF does, in the interest of promoting contributions to the HCSEF.*
 - *E. Sweiven suggested an HCSEF table set up with spirit gear for sale at HCS events.*
 - *E. Sweiven suggested advertising on the HUB, which could bring dollars into the HCSEF.*
 - *Back to School Inservice on March 20, 2019 at Destiny Church. L. McGillicuddy will bring a few spirit items for marketing display. E. Sweiven will also help with the Inservice at Destiny.*
 - *L. McGillicuddy stated that it is usually a two (2) week turnaround for prize orders.*

Motion by: E. Sweiven to designate \$500. For the purchase of cups and hats for the March, 20, 2019 events.

2nd by: Y. Allen

Motion carried.

- Scholarships – T. Woolley
 - *Interviews for Scholarships will be held on April 3-4, 2019. Scholarships will be awarded at the May 16, 2019 Governing Board meeting, with the remainder of the scholarships awarded during the 2019 Graduation ceremony.*
 - *Judges: E. Sweiven, T. Woollley, Y. Allen, C. Shelton with L. McGillicuddy as alternate.*
 - *T. Woolley stated that there has been no interest as of yet, but interest doesn't usually happen until later in the year.*
 - *T. Woolley Noted that the Scholarship amounts must be addressed, keeping in mind that the first year of Jr. College is now free.*
- CAASPP Testing Prize/Gift Incentives – L. McGillicuddy
 - *This request for support of the Local Control Accountability Plan (LCAP) Testing to increase participation, came from Kelly Collins.*

Motion by: T. Woolley, to provide \$1,000 for testing incentives "sponsored by the HCSEF".

2nd by: E. Sweiven

Motion carried.

- Achievement/Award System for Students – E. Sweiven

Motion by: Y. Allen for Certificates in an amount not to exceed \$50.

2nd by: E. Sweiven

Motion carried.

8. Discussion

- *HCSEF Secretary to notify all requestors via Approval Notifications after the vote.*

9. Next Meeting

- March 27, 2019, 10:00 a.m. – 12:00 p.m.
Small Conference Room, Nicolaus Building, Lincoln
- Welcoming of Jasvinder Singh as the newly elected HCSEF Treasurer
- Scholarship Amounts – T. Woolley
- Fundraising – E. Sweiven
- Art Contest – J. Nunes

10. Adjournment - 11:29 a.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:

Foundation 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