



REGULAR MEETING OF THE GOVERNING BOARD AGENDA

Date: **Thursday, September 19, 2019**

Meeting Place: Horizon Charter School Board Room
2800 Nicolaus Road, #100
Lincoln, CA 95648

REGULAR BUSINESS MEETING 4:00 P.M. START

1. CALL TO ORDER – Horizon Charter Schools Board Room
PLEDGE OF ALLEGIANCE

ROLL CALL

- Education Representative: Joe Dutra
- Community Representative: Milly Nuñez
- Parent Representative: Alexis Spiva
- Parent Representative: Vacant
- 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.

4:10 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's: 021-290-060, 021-290-061, 021-290-062, 021-290-063
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/Release of Public Employee (Government Code Section 54957)
Lindsay Moore, ESQ, Kingsley Bogard, LLP
Dale R. Kuykendall, ESQ, Jackson Lewis, P.C.
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
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
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
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

6:00 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's: 021-290-060, 021-290-061, 021-290-062, 021-290-063
Horizon Learning Center Negotiators:
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Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
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Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 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
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 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
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

6:05 P.M.

5. STUDENT PRESENTATION

- 5.01 Student Presentation – 1st and 2nd Grade Students from the Lincoln Montessori Community Cooperative (LMCC) will present to the Governing Board. The presentation will be on the subject matter of English-Language Arts.

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

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6.02 HCEA (Horizon Certificated Employees Association)

- Statement attached..

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

- Statement attached.

6.04 Interim Assistant Superintendent, Business Services/ Chief Business Official – Yvonne Allen

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:

- August 15, 2019, Regular Meeting of the Governing Board
- August 15, 2019, Special Meeting of the Governing Board

7.02 Consideration and approval of the Enrollment Report – Yvonne Allen, Director of Business, Interim Chief Business Official

- 7.03 Consideration and approval of the Warrant Report – Yvonne Allen, Director of Business, Interim Chief Business Official
- 7.04 Consideration and approval of the Certificated Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.05 Consideration and approval of the Classified Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.06 Consideration and approval of the Shady Creek Science Camp for LMCC in the amount of \$3,825.00 – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- 7.07 Consideration and approval of the Jamf Pro one (1) Year Service Renewal in the amount of \$1,380.00 – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor
- 7.08 Consideration and approval of the Samanage/Solar Winds Asset Management License True Up for additional licenses to achieve compliance in the amount of \$5,796.00 – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor
- 7.09 Consideration and approval of the *Draft* 2019/2020 Horizon Charter School Organization Chart – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.10 Consideration and approval of the BYU Independent Study Agreement for Middle School and High School Online Courses – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director of Online Learning & Educational Technology
- 7.11 Consideration and approval of the CORE Districts Data Use Agreement – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Caitlin Hartman, Director, Curriculum, Instruction and Professional Learning
- 7.12 Consideration and approval of the Document Tracking Services one (1) Year Agreement in the amount of \$595. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.13 Consideration and approval of the Facility Rental- Rocklin Event Center Incorporating the cost of \$175.00 for an additional hour into the original contract which was approved at the June 2019 Governing Board Meeting –Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.14 Consideration and approval of the Facility Rental- Consumnes Parks and Recreation, Wackford Center for four (4) days total in the amount of \$2,240.00 – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director of Online Learning & Educational Technology

- 7.15 Consideration and approval of the Facility Rental- Sunshine Event Center for February 24, 2020 in the amount of \$50.00 – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.16 Consideration and approval of the Facility Rental- Valley Springs Church (*For facility use only, not affiliated with Horizon Charter School in any other way*) for PSAT Testing in the amount of \$180.00 – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.17 Consideration and approval of the Facility Rental Contract- Placerville Seventh Day Adventist (SDA) Church (*For facility use only, not affiliated with Horizon Charter School in any other way*) in the amount of \$1500.00 – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.18 Consideration and approval of Vista Child Therapy Vendor for Special Education Occupational Therapy services to students – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director of Special Education
- 7.19 Consideration and approval of the Sonitrol Aiphone Installation for Kinderhouse in the amount of \$2,155.00 and \$75.00 per month – Yvonne Allen, Interim Chief Business Official/Director of Business Services; Sergio Herrera, Information Technology Administrative Advisor
- 7.20 Consideration and approval of the School Pathways Titan Export Bridge in the amount of \$600. – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor
- 7.21 Consideration and approval of the Titan School Solutions Account Subscription for an initial cost of \$2,900. – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor
- 7.22 Consideration and approval of the Positive Prevention Plus Curriculum Adoption – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Caitlin Hartman, Director, Curriculum, Instruction and Professional Learning
- 7.23 Consideration and approval of the Placer County Office of Education (PCOE) Memorandum of Understanding (MOU) for Veteran Administrator Cohort (VAC) Only – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer

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 Horizon Charter School 2019/2020 Oath of Office for Newly Elected Governing Board Parent Representative, Elaine Palmer – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.02 Information/Discussion/Action
Consideration of the 2018/2019 Unaudited Actuals for the Year Ending June 30, 2019 – Yvonne Allen, Director of Business/Interim Chief Business Official
- 8.03 Information/Discussion/Action
Consideration of Continued Brown Act and Future Trainings for the Horizon Charter School Governing Board – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.04 Information/Discussion/Action
Consideration of Brown Act Training for the Horizon Charter School Employees – Alexis Spiva, Horizon Charter School Governing Board, Parent Representative
- 8.05 Information/Discussion/Action
Consideration of the Executive Assistant to the Superintendent/Chief Executive Officer – Alexis Spiva, Horizon Charter School Governing Board, Parent Representative
- 8.06 Information/Discussion/Action
Consideration of the Horizon Charter School Governing Board Email Account Communication Protocol – Alexis Spiva, Horizon Charter School Governing Board, Parent Representative
- Distribution and discussion of the emails addressed to the Governing Board
 - Provision for the public to email Governing Board Members directly
 - Complaint Procedure/Conflict Resolution Process with the Public
- 8.07 Information/Discussion/Action
Consideration of Future Agenda Items from the Horizon Charter School Governing Board – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

9. INFORMATION/ DISCUSSION

- 9.01 Information/Discussion
Consideration of the Horizon Charter School Teacher Leadership Team (TLT) – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 9.02 Information/Discussion
Consideration of the New Building and Property Update- Horizon Certificated Employees Association (HCEA)
- Is Horizon Charter School actively looking for property or a building for our Horizon Learning Center?
 - Why do we continue to pay a planner/architect monthly, if no progress is being made?

- Where is Horizon Charter School in the process?

9.03 Information/Discussion

Consideration of the 2019/2020 Horizon Charter School Governance Handbook – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

9.04 Information/Discussion

Consideration of the Horizon Charter School Bylaws (Last updated in 2006)– Cynthia Wood, EdD, Superintendent/Chief Executive Officer

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

- June, 2019 Governing Board Statement regarding Horizon Certificated Employees Association (HCEA) and Horizon Charter School Classified Association (HCSCA) Request for a Neutral 3rd Party Investigation

10.02 FUTURE AGENDA ITEMS

- September 26, 2019- Special Meeting of the Governing Board- Organizational Procedures and Processes
- October 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 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
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.