



## REGULAR MEETING OF THE GOVERNING BOARD AGENDA

Date: **Thursday, November 21, 2019**

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

### REGULAR BUSINESS MEETING 4:30 P.M. START

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

#### ROLL CALL

- Education Representative: Joe Dutra
- Community Representative: Vacant
- Parent Representative: Alexis Spiva
- Parent Representative: Elaine Palmer
- Parent Representative: Thomas Cascaddan

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.*

### 4:35 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 PUBLIC EMPLOYEE PERSONNEL: Appoint, Employment, Evaluation of Performance, Discipline or Dismissal/Release of Public Employee (Government Code Section 54957)  
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Government Code Section 54956.9(d)(1))  
Dale R. Kuykendall, ESQ, Jackson Lewis, P.C.  
Cynthia Wood, EdD, Superintendent/Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- 3.03 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  
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)  
Horizon Charter Schools Governing Board  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

**6:30 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 PUBLIC EMPLOYEE PERSONNEL: Appoint, Employment, Evaluation of Performance, Discipline or Dismissal/Release of Public Employee (Government Code Section 54957)  
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Government Code Section 54956.9(d)(1))  
Dale R. Kuykendall, ESQ, Jackson Lewis, P.C.  
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Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- 4.03 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  
Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- 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 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
- 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 Fulfrost, 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)

Horizon Charter Schools Governing Board  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

5. STUDENT PRESENTATION

5.01 None

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

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6.02 HCEA (Horizon Certificated Employees Association)

- No statement submitted.

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:

- September 12, 2019 – Regular Meeting/Interview
- September 12, 2019 – Special Meeting/Brown Act
- September 19, 2019 – Regular Meeting
- September 26, 2019 – Special Meeting/Organization Procedures

- October 3, 2019 – Special Meeting/Closed Session
  - October 24, 2019 – Special Meeting/Board Relations and Communications
- 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 of the Facility Rental – Citrus Heights Community Center (CHCC) for 2020 Governing Board Meetings – Cynthia Wood, EdD, Superintendent, Chief Executive Officer
- 7.07 Consideration of the Facility Rental –Foothills Church (*Not affiliated with Horizon Charter School in any other way, for facility use only*) for CAASPP, State mandated testing on May 5 & 8, 2020 in the amount of \$1,000. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- 7.08 Consideration of the S.T.E.M. Field Trip/Lesson at Roller King at No Direct Cost to Horizon – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; Sara Smith, Director, Lincoln Montessori Community Cooperative (LMCC)
- 7.09 Consideration of the Sacramento Regional Transit Student Fare-Free Transit Pass Program-Foster Youth Liaison- From October 1, 2019 to September 30, 2020 at No Direct Cost to Horizon – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations-Foster Youth Liaison
- 7.10 Consideration and approval of the Discovery Education Online Science Techbook Annual Renewal in the amount of \$540. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; Sara Smith, Director of Lincoln Montessori Community Cooperative (LMCC)
- 7.11 Consideration and approval of the Facility Rental- Southgate Recreation and Park District for ELPAC testing February 20, 2020 and March 23, 2020 for a total amount of \$731.25 – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations
- 7.12 Consideration and approval of the Facility Rental– Epic Bible College (*Not affiliated with Horizon Charter School in any other way, for facility use only*) for CAASPP testing on April 14, 2020 and April 17, 2020 in the amount of \$800. – Terri McGill, Assistant

Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations-Assessment

- 7.13 Consideration and approval of the Facility Rental– Rocklin Event Center for CAASPP testing on April 28, 2020 and May 1, 2020 in the amount of \$7,900. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations-Assessment
- 7.14 Consideration and approval of the Facility Rental– Roseville Park & Recreation/Maidu Park for ELPAC testing on February 21, 2020 and March 24, 2020 in the amount of \$1,781. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations-Assessment
- 7.15 Consideration and approval of the Facility Rental– Sunrise Park and Recreation/Rusch Park for Physical Education (P.E.) testing on May 15, 2020 in the amount of \$75. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations-Assessment
- 7.16 Consideration and approval of the Facility Rental– Grace Life Church (*Not affiliated with Horizon Charter School in any other way, for facility use only*) for CASSPP testing April 9 through April 12, 2020 in the amount of \$2,750. – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations-Assessment
- 7.17 Consideration and approval of the SchoolMessenger Notification System Annual Service Renewal in the amount of \$3,703.36 – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, IT Administrative Advisor
- 7.18 Consideration and approval of the Microsoft Licensing Annual Renewal in the amount of \$7,061.28 – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, IT Administrative Advisor
- 7.19 Consideration and approval of the Amplified IT Annual Subscription in the amount of \$6,500. – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, IT Administrative Advisor
- 7.20 Consideration and approval of the Cisco SmartNet Service Plan One (1) Year Renewal in the amount of \$5,015.35 – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, IT Administrative Advisor
- 7.21 Consideration and approval of the Facility Rental – William Jessup University for VLI Proctored Finals Three (3) Days in December, 2019 and three (3) Days in May, 2020 – in the amount of \$495.00 – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director, Online Learning and Educational Technology

- 7.22 Consideration and approval of the Facility Rental – Sunshine Event Center for Spring Eagles Nest on March 26, 2020 in the amount of \$200. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.23 Consideration and approval of the Facility Rental – Valley Springs Church (*Not affiliated with Horizon Charter School in any other way, for facility use only*) Spring Eagles Nest for Roseville families on March 25, 2020 in the amount of \$350. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.24 Consideration and approval of the Learning Center Janitorial Services for LMCC, Kinderhouse and Roseville Learning Center in an amount not to exceed \$2580. Per Month - Yvonne Allen, Director of Business Services/Interim 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 Audit Report for the Fiscal Year Ending June 30, 2019 – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Kurt Feddersen, Feddersen & Company, LLP
- 8.02 Information/Discussion/Action  
Consideration of the Horizon Charter School Classified Association (HCSCA) 2019/2020 Sunshine Negotiations Proposal – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.03 Information/Discussion/Action  
Consideration of the Horizon Charter School (HCS) 2019/2020 Sunshine Negotiations Proposal for Horizon Charter School Classified Association (HCSCA) – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.04 Information/Discussion/Action  
Consideration of the Horizon Charter School Governing Board Officers – November 2019 – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.05 Information/Discussion/Action  
Consideration of the Horizon Charter School Bylaws – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.06 Information/Discussion/Action  
Consideration of GAMUT Policies – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- 8.07 Information/Discussion/Action  
Consideration of the Requested Information for the Mobile Learning Lab – Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Eric Sweiven, Director, Online Learning & Educational Technology
- 8.08 Information/Discussion/Action  
Consideration of Special Meeting Agenda Dates – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- Horizon Charter School Bylaws
  - Horizon Charter School Governance Handbook
- 8.09 Information/Discussion/Action  
Consideration of the Horizon Charter School Regular Meeting Agenda Times – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.10 Information/Discussion/Action  
Consideration of the Horizon Charter School Special Meeting Agenda Times– Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.11 Information/Discussion/Action  
Consideration of the Dates and Times of the Horizon Charter School Regular Meeting Agenda Reviews – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.12 Information/Discussion/Action  
Consideration of Future Agenda Items – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 8.13 Information/Discussion/Action  
Consideration of Requested Time Limit on Future Governing Board Meetings - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

## 9. INFORMATION/ DISCUSSION

- 9.01 Information/Discussion  
Consideration of the Right Angle Marketing Presentation – Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Colleen Nihen, Right Angle Marketing
- 9.02 Information/Discussion  
Consideration of Culture and Morale of Horizon Charter School Staff – HCS Governing Board – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 9.03 Information/Discussion  
Consideration of Current Projects and Timelines of the Executive Assistants to the Superintendent/Chief Executive Officer – Cynthia Wood, EdD, Superintendent/Chief Executive Officer



9.04 Information/Discussion

Consideration of the Salary Comparable Study – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; Roxanne Regules, Human Resources Support

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

10.02 FUTURE AGENDA ITEMS

- December 19, 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 School 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 School 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](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.