



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

Date: **Thursday, August 15, 2019**

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

REGULAR BUSINESS MEETING

4:00 P.M. START 4:12 p.m.

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

ROLL CALL

- X Education Representative: Joe Dutra
- X Community Representative: Milly Nuñez
- X 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. 4:14 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)
Student #19-12
JaDene Jones, Director of Operations
 - 3.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
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, Asst. 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, Asst. Superintendent, Administrative Services/ Chief Operations Officer
 - Kelly Collins, Asst. 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, Asst. 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

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)
 - Student #19-12*
 - JaDene Jones, Director of Operations

Motion by: M. Nunez to accept Student #19-12 with stipulations set by the Governing Board.

2nd by: J. Dutra

	Aye	No	Abstain	Absent
Milly Nuñez:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

4.02 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

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/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, Asst. Superintendent, Administrative Services/ Chief Operations Officer

No action taken.

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, Asst. Superintendent, Administrative Services/ Chief Operations Officer
Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer

No action taken.

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, Asst. Superintendent, Administrative Services/ Chief Operations Officer

No action taken.

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, Friedman and Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

No action taken.

6:05 P.M.

5. STUDENT PRESENTATION

None

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. Below is a summarized version of statements made. A complete copy is on file with the Governing Board Secretary.

Jalaine Morgan addressed the Governing Board:

- Five (5) Teacher Leadership Team participants have accepted employment elsewhere. This loss should be taken seriously.
- Two years ago, Kelly Collins, along with some dedicated and loyal ST's, formed the Teacher Leadership Team. ST's donate their time and resources. They developed many of the documents in the Welcome Back Packets, provided to students.

Kathleen Byers addressed the Governing Board:

- Stated that she has been a Horizon classified employee for over 18 years.
- Welcomed new Board member, Alexis Spiva, Parent Representative. Declared that having her on the Board is welcomed and that she will be learning and implementing her decisions within the Brown Act guidelines.
- Suggested that there may be upcoming issues for her to consider which may impact the future of Horizon.

Rhonda Cobian addressed the Governing Board:

- Chided the Governing Board for not providing a direct response to emails she sent over a six-month period. Stated she expects the Board to reply. She does not want an answer from the CEO or an Assistant. The lack of Board response gives the impression the Board doesn't care.

6.02 Horizon Certificated Employees Association

The HCEA Statement was read by Vicki Hillier, HCEA Vice President. The statement is summarized. The full statement is on file with the Governing Board Secretary.

- Requested each Board member be given an HCS email address. The current system has the appearance of emails being censored by the CEO.
- Suggested the Board implement a procedure for responding to emails and correspondence.
- Stated the CEO should not be allowed to use, "On behalf of the Board" when responding to email.
- HCEA requests the Board respond to the Board email.
- Suggested Closed Session not run so long. A lengthy Closed Session adds to distrust and should be for confidential matters.
- For any non-confidential issue discussed in Closed Session, information and details should be reported out.
- Wants to know where HCS is in the process of buying property and building a new school site.

- Believes that transparency builds trust.
- Would like the names of those who are not in attendance at the Board meeting, removed from the Board minutes.
- Recommended the Board directly interact with HCS employees and parents. This would provide an overview of the school's success.
- HCEA would like to be allowed to ask questions during Brown Act training.
- Is wanting information on the process for the CEO's performance evaluation and clarification of a \$20,000 raise.
- Two previous occasions, HCEA has asked the Board to conduct an independent investigation in to recent lawsuits.
- What "gifts of public funds" were alleged?
- Has our CEO completed required absence forms for sick, personal and vacation?
- Does the CEO have a history of reprimanding employees who bring up improprieties?
- Requests the Leadership Team be restored to a teacher-centered collaboration, as it was originally proposed. There should be more teachers than administrators participating.
- HCEA believes that other charter schools offer greater options because HCS's teacher ideas are "shot down" by administration. The same teacher ideas are discussed year after year and the teachers are told they won't work at our charter.
- Before implementing new procedures or processes, ask for teacher input. This could prevent problems and frustration.
- This year, HCEA will be focused on Board and Administration accountability and transparency.
- The following are ideas that HCEA would like addressed within the next 30 days:
 - Create individual Horizon email addresses for each Board Member,
 - Transparency and accuracy of Closed Session,
 - Include and listen to Teachers before implementation of any new process or procedure for the 2019/2020 school year.

Alexis Spiva, Governing Board, Parent Representative:

- Asked fellow Board members to advise why they have been slow to respond to emails sent to the Board as implied by the HCEA statement? C. Wood, stated that concern would be fully addressed under 8.02 Information/Discussion/Action.
- Requested the Teacher Leadership Team and the third party investigation be added to the September 2019 Board agenda.
- J. Dutra stated that he is not sure if the HCEA statement should be treated as Communication from the Public, where there is no Board response. He suggested that it could be helpful to move the HCEA and HCSCA statements to another section of the agenda that allows discussion. M. Nuñez agreed and asked that it be added to the September agenda for further consideration.

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

- No statement submitted.

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

- Y. Allen stated that the Lakeshore Learning event was a big success.
- Piloting of the Online Purchasing System (OPS) Parent Portal has been opened to all parents. Documents, entitled "OPS Training Topics", "Contract Programs" and "New Vendor Request" were distributed to the Board and CEO.

- Contract Programs, new vendor process, allows the vendor to go online to complete the paperwork and removes responsibility from the ST.
- Presented the Enrollment Report. Pre-enroll status means the student is in the system, but has not been assigned to an ST.
- J. Dutra asked when the OPS document will be distributed to families? Y. Allen said that she has distributed the document to all of the Regional Administrators.
- J. Dutra requested quarterly updates regarding parent participation in the new OPS process.
- A. Spiva inquired if the ST's will have the opportunity/responsibility to train families, to see if it is a good fit for them? Y. Allen replied that the ST's want to work with the families.
- C. Wood said, "The next step will be implementation for staff".

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- The In-service was held on August 13, 2019. The theme was: Together Eagles Achieve More (T.E.A.M.)
- VLI and RLC teachers met together for the Open House.
- Caiti Hartman was in charge of the presentations.
- Thanked the entire Horizon community for their participation.
- Thanked Colleen Nihen from Right Angle, for her help.
- Thanked Tracy Julian for making sure all orders were processed.
- Responding to continuing requests for a third party investigation, C. Wood asked if she could provide the document that the previous Governing Board presented in regards to this inquiry?
- C. Wood thanked the administrative team who spent the day at the Lakeshore Learning event, the intent was for teachers to have a voice and share concerns.
- The Administrators have been collaborating with the Teachers.
- C. Wood named last year's Teacher Leadership Team, who worked with K. Collins and Administration. She also highlighted their accomplishments:
 - Tracy Pipkin, Region 1, ST
 - Nancy Christensen, Region 1, ST
 - Lisa Graham, Region 2, ST
 - Susan Pagel, Region 2, ST
 - Rebecca Morales, Region 3, ST
 - Wendy Fayard, Region 3, ST
 - Lizette Sweiven, VLI, ABC, ST
 - Kathleen Waffle, Parent Trainer
 - Heidi Polston, Roseville Learning Center
 - Jennifer Halbrook, Special Education Resource Specialist
 - Shanti Jelinek, LMCC
 - Linda McGillicuddy, Administrative Support
 - Colleen Nihen, Right Angle Marketing
- Teacher Leadership Team accomplishments:
 - Rainbow Resource Orders
 - Academic Calendar
 - ST Mentor Positions
 - Online Purchasing System (OPS)
 - Loomis Learning Test Preparation
 - Sibling Share
 - Lakeshore Curriculum Fair
 - Graduation Requirements
 - Academic Recovery Project

- We are looking for ST members to become a part of this years' Teacher Leadership Team.
- A. Spiva commented that the Lakeshore Learning event was fabulous.
- A. Spiva noted that five (5) of the seven (7) teachers from the Teacher Leadership Team left over concerns. Has the new Teacher Leadership Team been identified? Who selects the teachers? C. Wood responded by saying that this is going to be discussed at the next Cabinet meeting and that there will be one (1) teacher for each key area. A. Spiva asked how many categories there are? K. Collins stated that there is a representative from every educational service area.
- J. Dutra asked why there were only seven (7) teachers on the Teacher Leadership Team for the last couple of years, when there are more key areas than seven (7)? There was not total representation from all key areas. C. Wood stated that a few would come and go. This was because of their work situations.
- A. Spiva asked if Administrators attend these meetings and suggested that teachers could collaborate better without them, then report out to Administration.
- M. Nuñez asked what happens to the ideas that do not get implemented by the Teacher Leadership Team? C. Wood confirmed that all requests that are submitted are/will be discussed in Cabinet and then discussed with the Teacher Leadership Team.
- A. Spiva asked if the findings are reported back to the Governing Board and agreed with C. Woods' offer to bring an update to the monthly meetings.
- C. Wood stated that Administration will continue to participate as part of this group.

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:
 - June 20, 2019, Regular Meeting of the Governing Board
- 7.02 Consideration and approval of Enrollment Report – Yvonne Allen, Director of Business, Interim Chief Business Official
- 7.03 Consideration and approval of Warrant Report – Yvonne Allen, Director of Business, Interim Chief Business Official
- 7.04 Consideration and Approval of Certificated Personnel Report – Terri McGill, Asst. Superintendent, Administrative Services/Chief Operations Officer
- 7.05 Consideration and approval of Classified Personnel Report – Terri McGill, Asst. Superintendent, Administrative Services/ Chief Operations Officer
- 7.06 Consideration and approval of the Horizon Charter School 2020 Graduation Ceremony Contract for Memorial Auditorium– Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- 7.07 Consideration and approval of the Placer County Office of Education (PCOE) Consulting Services for the Escape Online Accounting Software for the term of July 1, 2019 to June 30, 2020 in the amount of \$40,375.00 – Yvonne Allen, Director of Business, Interim Chief Business Official
- 7.08 Consideration and approval of the DocuSign Quote & Service Agreement for the term of August 30, 2019 to August 29, 2020 in the amount of \$5,500.00 – Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer
- 7.09 Consideration and approval of the Teacher Induction Memorandum of Understanding (MOU) July 1, 2019 – June 30, 2020 – Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer; Caitlin Hartman, Director of Curriculum, Instruction and Professional Learning
- 7.10 Consideration and approval of the Facility Rental- Placerville Seventh Day Adventist Church (*for facility use only, not affiliated with Horizon Charter School in any way*), Reservation of two (2) dates for Eagles Nest, Virtual Learning Instruction (VLI) and Teacher Checkout day in an amount not to exceed \$1,500.00 - Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer
- 7.11 Consideration and approval of the Facility Rental- Sunshine Event Center for three (3) Guidance department dates and an October Eagles Nest event in an amount not to exceed \$360.00 - Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer
- 7.12 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 Eagles Nest on October 1, 2019 in the amount of \$287.50 - Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer
- 7.13 Consideration and approval of the Total Education Solutions (TES) Therapy Service Contract and Rate Schedule - Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director of Special Education
- 7.14 Consideration and approval of the Job Descriptions for Classified and Certificated positions – Terri McGill, Asst. Superintendent, Administrative Services/Chief Operations Officer
- 7.15 Consideration and approval of the DigiCert Multi-Domain SSL Certificate Two (2) year Service Renewal in the amount of \$1,553.00 – Yvonne Allen, Director of Business, Interim Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor
- 7.16 Consideration and approval of the Omni Services 403(b) Agreement commencing April 1, 2019 at a cost of \$36. per year/per contributing employee– Cynthia Wood, EdD, Superintendent, Chief Executive Officer
- 7.17 Consideration and approval of the Omni 457 Deferred Compensation Plan Program Recordkeeping and Administrative Service Agreement – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- 7.18 Consideration and approval of the New Retiree Salary Schedule – Yvonne Allen, Director of Business Services, Interim Chief Business Official
- ~~7.19 Consideration and approval of the 2019/2020 Horizon Charter School Organization Chart – Cynthia Wood, EdD, Superintendent/Chief Executive Officer~~
- 7.20 Consideration and approval of the Facility Rental Agreement with William Jessup University (*for facility use only, not affiliated with Horizon Charter School in any other way*) for In-service on August 13, 2019 in the amount of \$2,215.00 – Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer

Jalaine Morgan commented as part of the public communication:

- Stated earlier that there were seven (7) teachers who participated on the Teacher Leadership Team, but that number is actually closer to ten (10).
- The Online Purchasing System (OPS) was not part of union negotiations last year.
- The Warrant Report shows payments to Right Angle Marketing. The contract has expired and there is no new contract.
- Close to \$20K to \$40K per month, for over a year, is being spent on the Architects and Planners. What is this for since we do not have a property and are not building or planning?
- Under New Hires; why was a second full-time Executive Asst. hired for the CEO when she has a full-time Executive Asst. who works off site?
- Why isn't the second Executive Asst. to the CEO shown on the Organization Chart?
- A. Spiva asked for clarification on items 7.16 and 7.17. This plan was approved in March 2019. She was not a Board member at that time. She would like to know why it is in the August 2019 packet if it began in April 2019? She requested to hear from the Chief Administrative Officer, T. McGill.
- C. Wood stated that would constitute pulling these items from the Agenda for clarification. A. Spiva stated she is not pulling these items; she just wants clarification.
- T. McGill stated that she did not bring these documents to the Board in March 2019. What was brought before was a summary of an agreement between Horizon and Omni, to go into partnership and for Omni to become the Third Party Administrator. What is included now are the rules and regulations from Omni. The second document is the actual contract.
- A. Spiva asked how staff would qualify? T. McGill said she would look into the process.
- A. Spiva then asked why L. Bentley, is not on the Organization Chart? C. Wood responded it was oversight.
- J. Dutra asked if L. Bentley is considered an Executive Asst., according to the Job Description and A. Spiva asked if L. Bentley is located off-site.
- C. Wood stated yes, and if you want to have that discussion, it is not relational to this unless you are pulling the Organization Chart from the Consent Agenda.
- A. Spiva questioned the need for an additional full-time, off-site Executive Asst. when the CEO has a full-time, Executive Asst. in house, as well as the Governing Board Secretary, who directly reports to her.
- A. Spiva and J. Dutra requested the Organization Chart be removed from the Consent Agenda.

Motion by: A. Spiva to approve the Consent Agenda – Removing Item # 7.19
 2nd by: M. Nuñez

	Aye	No	Abstain	Absent
Alexis Spiva:	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. 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 Resolution #19-0815 for the Closure of Partnerships for Student Centered Learning (PaSCL)- Yvonne Allen, Director of Business, Interim Chief Business Official

Motion by: J. Dutra to approve Resolution #19-0815
 2nd by: M. Nuñez

	Aye	No	Abstain	Absent
Alexis Spiva:	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 Information/Discussion/Action

Consideration of the Governing Board Email Account Communication Protocol – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- C. Wood stated what is currently in place is an email address that is available to the public. However, she suggested that staff go through their direct Supervisors and/or utilize the ‘staff suggestions’ email.
- The Board Secretary retrieves the emails and forwards them to each Board Member, copying the CEO.
- M. Nuñez said she is on the All Teacher email distribution list. Until recently, there was no activity from the Governing Board email. She would like to view the Board emails and anticipates Brown Act Training will clarify how to compose the quickest response, letting the sender know how their question/concern will be addressed.
- J. Dutra believes the CEO is part of the Governance Team. When the CEO responds, she has been given direction, by the Board, to do so.
- J. Dutra thinks that communication to or from one (1) Board Member, should go to all Board Members, including the CEO.
- J. Dutra stated that so far, the one email address has served the Board well.
- A. Spiva remarked that is not necessarily true, as there are reports of no response for six (6) months.
- J. Dutra believes there is justification for this change.

- A. Spiva is concerned about the flow of information and the mixing of personal and Board emails in one email account. It is best practice to separate personal email from Horizon email.
- According to IT, once the Horizon email account is made available, it can be linked to the individual Board Members email accounts, similar to the way that the All Teacher List Serve works.
- A. Spiva addressed her fellow Board Members stating that she wants to work as a team and suggested when the Board President is elected, perhaps that person can be the one designated to reply to the emails.
- A. Spiva stated, “As much as C. Wood is a part of the team, she is the direct report of the Board”. There may be circumstances when there is information that is for the Governing Board eyes only. Employees and parents need to be free to communicate directly with the Board.
- A. Spiva doesn’t understand why the CEO is being copied on Board email. She agrees with the HCEA Statement, that the CEO should not be speak on behalf of the Board. That would require a Board meeting and a quorum of its’ members, for the CEO to ascertain what action the Board wants to take. She believes this is in violation of the Brown Act.
- J. Dutra remarked that this structure is common practice, there are other charter schools who have this same practice. He believes this is an acceptable procedure, to have the CEO copied on all Board emails.
- A. Spiva remarked that there are charter schools who do not follow this same practice. Currently it doesn’t follow the Organization Chart. There needs to be trust and transparency between all parties. The CEO should trust the Board in their positions.
- A. Spiva stated that employees and parents want to have the ability to contact the Board. If the Board is receiving more emails this year, there is a need for communication.
- A. Spiva believes that the CEO should not be copied on emails addressed to the Board. When someone emails the Board, it should only go to Board Members.
- C. Wood said this will be addressed in the Brown Act presentation on August 22. The presenter will want to make certain that each Board Member knows they are not an individual voice; they are a collective Board.
- C. Wood confirmed there has been no censoring of Board emails.
- A. Spiva remarked that the emails she has received from the public sound like a cry for help. Something did not happen correctly at the bottom of the organization chart in order for this issue to end up with the Board.
- M. Nuñez shared that she started a personal email account when she became a Board Member. She asked, “How does the Board respond quickly between Board meetings”?

THIS ITEM WAS MOVED TO THE SEPTEMBER AGENDA.

8.03 Information/Discussion/Action

Consideration and approval of the Mission/Vision Statements– Cynthia Wood, EdD, Superintendent/Chief Executive Officer

THIS ITEM WAS APPROVED AT THE JUNE 20, 2019 GOVERNING BOARD MEETING.

8.04 Information/Discussion/Action

Consideration of the 2019/2020 Governing Board Parent Representative Interviews – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Parent Representative Candidate – Elaine Palmer
 - Parent Representative Candidate – Tom Cascaddan
 - The Interviews were not started by 10:00 p.m. Tom Cascaddan was not able to stay for his interview.
-
- J. Morgan inquired as to why the Parent Representatives are not taking the Oath of Office at tonight’s meeting.
 - C. Wood said she will review the process.
 - J. Dutra said he was not sworn in the same night that he was interviewed.

Motion by: A. Spiva to approve Elaine Palmer as the Appointed Parent Representative
2nd by: J. Dutra

	Aye	No	Abstain	Absent
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Alexis Spiva:	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.

8.05 Information/Discussion/Action

Consideration of the Election of 2019/2020 Governing Board Officers

- Governing Board President
- Governing Board Vice President

THIS ITEM WAS TABLED PENDING THE APPOINTMENT OF A FULL BOARD.

9. INFORMATION/ DISCUSSION

9.01 Information/Discussion

Discussion of the Professional Development Plan – Kelly Collins, Asst. Superintendent, Educational Services/Chief Academic Officer; Caitlin Hartman, Director of Curriculum, Instruction and Professional Learning

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

10.02 FUTURE AGENDA ITEMS

- August 22, 2019 –Special Meeting of the Governing Board- Brown Act
- September 19, 2019- Regular Meeting of the Governing Board
- September 26, 2019- Special Meeting of the Governing Board- Organizational Procedures and Processes

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.