



REGULAR MEETING OF THE GOVERNING BOARD UNADOPTED MINUTES

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 4:30 PM

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

ROLL CALL

- X Education Representative: Joe Dutra
- Community Representative: Vacant
- X Parent Representative: Alexis Spiva
- X Parent Representative: Elaine Palmer
- X 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. – 4:35 PM

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. - 6:36 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

The Governing Board made a unanimous decision to deny admittance to Student #19-21.

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.

Cynthia Wood, EdD, Superintendent/Chief Executive Officer

Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer

No action taken.

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

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, Assistant Superintendent, Administrative Services/ Chief Operations Officer

Kelly Collins, Assistant 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, Assistant Superintendent, Administrative Services/ Chief Operations Officer

No action taken.

4.06 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)

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

No action taken.

5. STUDENT PRESENTATION

5.01 None

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

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- E. Palmer spoke as a member of the public and addressed the Governing Board:

Hello Everyone!

I would like to thank you for all of your thoughts on the vote for Governing Board President. I would like you all to know I have heard your thoughts, opinions and suggestions. I have been paying attention during open and closed sessions of our Board Meetings, and it matters to me that you all know that you have been heard. I am here to help, to find solutions, and to make Horizon Charter School even better. Our success is accomplished when students, families, and staff are willing to do what it takes to accomplish Horizon's vision of the future.

I would like to encourage everyone to communicate with me regarding important issues as they arise. All members of the Horizon community (students, parents, and staff) have equal worth and should be treated with respect and I am here to listen and help. I understand that the Board has many concerns that must be addressed, but I have yet to attend one board meeting (with the wonderful exception of the presentation evening) where we are talking about the students. Shame on us. All Horizon Stakeholders have choices, and teachers, parents, and students should be responsible for their actions. I am saddened to report that I have not had any communications regarding topics such as: How can we better serve our students? What are we doing to improve student success? As a parent, I received an email recently that less than 20% of all Horizon students have met the state standards for mathematics. Where is our focus? How does this meet Horizon's Mission of preparing our students to be successful in STEM, high school, college, and the world.

I believe we have lost our focus of putting our students first. We must always remember that without our students and their successes, our business can not be successful. My expectation of the future Bboard president will be to communicate with each and every Board Member, ascertain what is of greatest importance, and then to coordinate an agenda that reflects the Board's priorities as a whole. The Board should not follow the ideas or direction of one, but should listen and plan to accomplish the

goals and ideas of the many with the mission and vision of Horizon as the driving force. Our focus must be shifted to the success and well being of Horizon's students.

The question is how do we accomplish our mission going forward from here? Horizon is a community that requires commitment to the common good. I have discovered many ideas from many great Horizon teachers, former teachers, and staff. In my mind, the best ideas always come from the people who are in direct contact and see the issues faced by teachers, students, and families. By implementing some of these ideas, I believe Horizon and the Board will be able to improve many of the concerns brought forward. I look forward to the time when the Board puts students above politics, personal offenses and demanded apologies.

Thank you for all your communications. I continue to look forward to hearing everyone's thoughts and suggestions. I will continue my research into ways we can better serve our students.

- J. Morgan
- K. Byers
- M. Dalton
- M. J. Williams (Board members request these numbers be added to the minutes)
 - There have been 1331 applications processed.
 - There have been 685 families that have been contacted since the beginning of the school year. Following is the breakdown of the sources we credit:

<i>Reg On-Line and Walk-ins</i>	<i>Reg On-Line (NOT Walk-Ins)</i>
Advertising – 6	Events – 5
Drive By – 2	Family & Friends – 756
Facebook – 3	Magazine – 8
Googled – 70	Google – 300
Mall – 4	Other (?) - 203
Returning – 61	Radio/T.V. – 22
Other Schools – 70	Returning -155
Vendors – 5	TOTAL= 1449
Family and Friends - 464	

6.02 HCEA (Horizon Certificated Employees Association)

- No statement submitted.

V. Hillier, HCEA Vice President, addressed the Governing Board and read the following Statement:

We want to thank the board for taking our opinion into consideration regarding the audit and giving direction to Admin. We understand that this took a lot of time and effort and we want to acknowledge your hard work and the fact that you understood that the teachers should not be penalized for the mistakes that were made. However, we are still anxiously awaiting Admin to finalize the audit.

We also want to acknowledge that even though the Board meetings are going longer, we appreciate that the meetings are being carried out in an appropriate manner. We know that the board members are doing their best to understand the issues and are coming prepared to resolve our concerns. We've noticed an improvement over the last several months in regards to discussing issues in open session which has improved transparency. This is what we've been asking for over the last year.

We appreciate that Admin continues to meet with HCEA to discuss ongoing issues.

Though we have made progress towards resolving some issues, we still have concerns and we look forward to hearing more information regarding these items:

Why are we still spending so much money on a marketing company?

What is the RV being used for?

What is the status of buying a building/land?

What is the status on hiring a qualified CBO?

Why does the CEO have more than one assistant, one who works off-site?

8.05 Board Bylaws

I think it's important that everything we do as a school is completely transparent and in accordance with what other school districts are currently doing. The reasons that charter schools are coming under such scrutiny is because they are getting public school dollars but don't have to follow all of the same public school "rules and regulations". I think that since we know that charter schools are being scrutinized for going by their own rules that we should be looking to make our bylaws more similar to a traditional school rather than a business or corporation.

There are several items in the bylaws that sent up red flags for me and that I don't believe traditional school would get away with doing. Like I said, these items all open the board up to the appearance of nepotism and favoritism. (Article IV, Sec. 5) For example, if a board member, who was elected by the stakeholders (parents, teachers and staff) can be voted out by their fellow board members, how are they ever going to feel comfortable speaking out or making dissenting remarks from the rest of the board? If a board member needs to be removed they should be removed by the same body that put them into office, so for the parent reps that would be the stakeholders, by a recall petition or vote. (Maybe that is what is meant by "If a Trustee is appointed, such Trustee may be removed only by the person or entity entitled to appoint the Trustee." but I am not sure.) It doesn't make sense to have stakeholders vote in board members but then if the current board doesn't like their decision they can turn around and get rid of that person, it takes the power away from the stakeholders. (Article IV, Sec. 3, b & d) I think all board members should have to be voted in by stakeholders. Can anyone explain the purpose of appointing the education and community representative instead of an election? It gives the incumbent a huge advantage of getting reelected over someone who could be far more qualified but not currently on the board.

Article V is just confusing and hard to follow. It seems to be confusing the Board Officers with the Cabinet positions. If you look back at the old bylaws, in Article IX, it is clearly talking about board positions, President, Vice-President, Secretary and Chief Financial Officer (I realize the last two are not board members). In the new version, it seems to be confusing the board officers with the Cabinet Positions, unless you are assigning new names to the board officer positions. The new one lists the officers as President, CEO, CBO and CAO, which are cabinet positions, not board officer positions. Am I just reading that incorrectly? Is there no longer a board Vice-President? Also, in Section 5 the CEO's duties are listed. So why don't you move any of the CEO's duties that are listed under Section 7, Secretary, up to section 5? The secretary is clearly not the same person as the CEO. A CEO of a corporation doesn't have time to do all of the duties listed under the Secretaries description. My overall question here is: Why are you eliminating the Board Secretary position? I feel like these were changed to solve a temporary problem but as we can see the bylaws can stick around for decades.

8.07 RV/Mobile Learning Lab-

The reason the teachers are concerned with the RV purchase is that we've owned it for 2 years and have not been able to use it to service students that I'm aware of. This an example of questionable decision making. Why are we calling it a mobile learning lab? What can it be used for? It's not ADA compliant and it's not being used for students. Using employees to drive the unit around also seems like a questionable use of resources. It seems like it is just being used as an additional marketing tool.

Mobile Learning Lab Expenses were included:

Purchase Price	Wrapping Price	Storage	Gas	Parts	Total
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\$101,730.00 \$16,904.18 \$2,963.00 \$104.25 \$385.00 **\$122,086.43** *We expect some gas reimbursements in the near future. **This doesn't include insurance or registration.**

8.09/8.11/8.13 Regular Meeting Agenda Times/ Requested Time Limit on Future Governing Board Meetings

First of all, I do not believe it is actually legal to put a time limit on a board meeting. My understanding is that whatever is on the agenda has to be addressed at that meeting. Like was brought up last time this was talked about, in September I believe, you never know what items someone from the public might have come to talk about. You cannot table an item because you have run out of time.

Some ideas of alternatives:

Move the start time of the meeting back to 3:30

Shorten the closed session to 1 hour and continue after the open session if needed.

Have meetings twice a month instead of once. Maybe as needed, when there are a large number of topics to cover.

Also, I personally don't think meetings will always run as long as they have been. I think with three new board members there is going to be a learning curve. Also, issues that have been brought up for a year are finally being addressed. I think sometimes meetings will run long and sometimes they will be short, it's just the nature of the beast.

9.01 Right angle marketing.

There are several concerns regarding Right Angle. First of all, here is the timeline of their contract and how much we have spent so far this year. As far as I can find their contract has been expired since June 30th of this year. In March Colleen made a presentation but the new contract never appeared in any of the board packets that I have seen. In the time since there has been no contract we have spent \$128,000. So why do we continue to spend money without a contract?

9.02 Culture and Morale of Horizon School Staff

Morale is one of those things that is hard to pin down. I will say I think morale has started to improve some, since we feel like our hard work was recognized by the new salary scale. We are also hopeful that administration is going to make a better effort to listen to teachers and staff more through the leadership team.

I personally feel like morale has been low because teachers haven't felt listened to and it often feels like some administrators that are making decisions for our school in large don't really understand our jobs. Most of the time decisions are made at administration meetings and then filter down to the teachers without regard to how it will affect our students, family and us. It also feels like there is no cohesion or cooperation between departments. It sometimes feels like you have to go on a wild goose chase to get a final answer on something that seems like it should be a simple cut and dry issue. It feels like every department is an island and they aren't necessarily getting the same information.

It also seems like some parts of administration are always trying to catch us being "bad". We are called out for minute errors and sometimes even made to drive to Lincoln to make simple fixes. I do feel like administration has made more of an effort this year to look for the good.

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

- Statement attached.

D. Bull, HCSCA President, addressed the Governing Board and read the following statement:

Good evening. For our new board members who may not know me, please allow me to introduce myself, my name is Diana Bull and I am the HCSCA President.

I would first like to bring your attention to the Survey that you will find in your Agenda Packets under item 6.03. Although the Survey made it into the packet, the Statement that would have accompanied it did not. I will be reading the Statement now and would like to respectfully request that it be added to the minutes of this meeting, in its entirety.

Out of 23 active members 20 responded. It is the hope of HCSCA that this survey would be used as a tool to help in addressing real issues that exist here at HCS. As you look over the survey you will see common themes, concerns, weakness and strengths, the survey speaks for itself. Over the past 5 years, trust has been broken resulting in a lack of confidence for some of the leadership here at HCS. Horizon Charter Schools Classified Association strongly encourage you the board members to take the time to read and discuss the survey and have a thoughtful conversation. Please don't disregard or dismiss our concerns.

On the subject of Negotiations: HCSCA 2019-20 initial sunshine proposal was submitted to the HCS Negotiation Team October 29th. As for November 14, 2019, no dates have been sent to start the process of negotiations. We encourage the board to consider our proposal. Our proposal may seem a bit extravagant, but if you put it into perspective is it really? Many classified can't afford the medical plans offered here at Horizon that have little out of pocket deductibles/Expenses. We only get \$800.00 dollars a month (\$9,600.00 a year) to purchase medical, dental, vision, and life insurance, while a select few get anywhere from \$12,000.00 to \$16,000.00 a year, along with other perks that you the board approved. Many classified employees avoid going to the doctors due to out of pocket costs. Doesn't seem right. Why take care only a select few and give the appearance that the classified are treated like second class citizens.

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

- School Services of California assisted in the interviews for Chief Business Official (CBO). No invitation to hire was made.
- Western Placer Unified School District (WPUSD), suggested going forward with another search in the Spring.
- School Services will be providing an interim prospect for additional support to the Business Office. School Services is expensive and has agreed to assist at no additional charge.
- A. Spiva requested that School Services do the reference checking earlier in the process. Time was lost interviewing candidates that were not viable according to our standards. "Do we know if School Services was aware of the red flags before the process?"
- C. Wood stated that she would do some advanced work with School Services. This particular situation did not turn out as planned.
- A. Spiva questioned the amount of money that is charged by School Services and the fact that they missed the red flags until so late in the process. C. Wood stated that our sponsoring district has recommended School Services and HCS will cooperate with them.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- HCEA and the HCS Administrative team had a good discussion. An MOU will be produced between the attorneys to ensure the best interest of the employees.
- She has been hearing concerns from the public about the decisions made by the previous Board and believes there are good intentions and many great things have been done since 2012 when she came on board.
- There are continual questions about these decisions and we need to take another look at what is being done for the organization as a whole.
- She would like to get past these issues and re-focus on two (2) areas going forward. The HCS financial position and student performance.
- A. Spiva stated that she appreciates the areas of concern for focus stated by the CEO and agreed that student performance is key. However, these 'little' issues are connected to these goals in many ways. We cannot discredit the things that have happened, we must reap what we sow. It is important to look at all of it. That is what we are here to do. All of it matters. If people have concerns, they are worth hearing and if employees have things on their mind, this is where they need to be discussed.

- C. Wood stated that answers must be had so that we may move forward to address some really important items. It is understood that the issues on the table are important.
- A. Spiva asked for clarity on behalf of the Board and especially for staff in light of the CEO's recent absences, she asked if the CEO is on leave or not. C. Wood stated that she is not going to share her personal situation in a public meeting.
- A. Spiva quickly stated that she is not asking for the CEO to share any personal information.
- C. Wood stated that she is back and has a medical order on file with the HR Department that allows her to be here and to do her job. C. Wood stated that she has not been on leave, she has been in an employee absence situation after retinal surgery. C. Wood repeated that she does not think it is appropriate for her to share her personals beyond that, she already shared that she had a retinal detachment and to ask her to share beyond that is inappropriate. C. Wood stated, "I am not out on leave, I am here and I will be following my medical order".

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~~
- E. Palmer asked for clarification on items 7.18, 7.19, 7.20. A. Spiva asked for clarification on items 7.01 and 7.09 and J. Dutra asked for clarification on item 7.04.
- A. Spiva stated that she is questioning the following minute:
 - Brown Act Meeting on September 12. No notes included. These notes should be included, since they were probably already typed out.
 - The Regular Meeting on September 19. There were Board Comments under 10.01 and 10.02 that are not present in the minutes.
 - The Special Meeting on October 3. The Board Comments under 10.01 and 10.02 are not present in the minutes.
 - The Special Meeting on October 24. The notes as well as the Board Comments under 10.01 and 10.02 are not present.
- A. Spiva reminded C. Wood that she was going to reveal the cost of the Brown Act Meeting training after she had a chance to look into it. C. Wood stated \$1,000.
- A. Spiva asked about the status of the motion made for the Stakeholder Survey checkout booklets to be organized by the Board Secretary and would like to know what happens when the board gives a motion. This motion was not executed. T. Cascaddan did not get a packet. Staff has not received the Survey. C. Wood said she will review that item.
- J. Dutra stated that he does not remember saying that the Union statements could be moved to a later place in the Agenda.
- A. Spiva asked about a way to track motions and requests by the GB. So that they don't fall by the wayside.
- A. Spiva asked to have all minutes pulled from the Consent Agenda.

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
- J. Dutra asked why a Science Teacher has not been hired. T. McGill stated that she has not received interest in several months. It has been a year and a half since our science teacher left. T. McGill stated that the credentials are biology, chemistry and physics- or at least two of them. J. Dutra stated that this is a very important position and asked if H.R. has been doing much recruiting for this position.
- 7.05 Consideration and approval of the Classified Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- A. Spiva referred to page 90 – and asked why the CBO position was not added in August or September when it ended in August? T. McGill stated that would have been an oversight.
- 7.06 Consideration of the Facility Rental – Citrus Heights Community Center (CHCC) for 2020 Governing Board Meetings – Cynthia Wood, EdD, Superintendent, Chief Executive Officer
- E. Palmer asked about the hours for Closed Session listed on the contract.
- 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
- A. Spiva asked if this is for all children, not just foster or homeless. T. McGill replied that is a good catch and she will make it conditional.
- 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
- E. Palmer asked how long HCS has been using School Messenger. T. Julian responded that this system is so that all stakeholders will be texted, called and emailed right away. This is very commonly used.
- ~~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~~
- T. Julian stated that this is for all students and staff. E. Palmer asked why the cover sheet states it is only for Microsoft licensing. This is for imagination which is for IT training for teachers and staff. T. Julian referred this item back to S. Herrera.

- E. Palmer asked for this item to be pulled from the Agenda for further discussion, and asked if this is to be paid out of student instructional funds. She would like to know what these abbreviations mean.

~~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~~

- E. Palmer asked why we are paying for a consultant to tell us how to use Google.
- A. Spiva asked why we would not do this in house. T. Julian stated that the information synchs down to the other programs. This is \$6K a year and is not a necessary expense. T. Julian stated that this is a current problem and that is why this is on the Agenda.
- Item pulled by E. Palmer.

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

- E. Palmer stated that this item is just one more IT item that she is not clear on. She is ok with continuing using this, but she would like to understand it better. T. Julian stated that we use servers which hold all school information and ties all together. When the servers go down or get viruses, it will help IT contact Cisco so that the problems could be fixed. It also gives regular updates for new technology. This program covers the access to updates, warranty and maintenance for the servers.
- T. Cascaddan stated that it would be nice to know the whole picture instead of these small items that come in regularly.
- E. Palmer requested follow up information.

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

Motion by: A. Spiva to approve the Consent Agenda less items 7.01 and 7.18 and 7.19

2nd by: E. Palmer

	Aye	No	Abstain	Absent
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	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 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

- Mr. K. Feddersen addressed the Governing Board and went over the Audit Report for the Fiscal Year Ending June 30, 2019. The Audit Report is included in the packet.

Motion by: J. Dutra to approve the audited budget with conditions.
2nd by: E. Palmer

	Aye	No	Abstain	Absent
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

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

- The Dec. 9th a meeting is set with HCSCA. The Board is not approving anything except that the proposal has been sunshined and ready to go into negotiations.
- A. Spiva asked for a copy of the medical plan that is being referred to for the employees. C. Wood agreed to provide that for the Board.

Motion by: E. Palmer
2nd by: J. Dutra

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

Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

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

Motion by: A. Spiva

2nd by: E. Palmer

	Aye	No	Abstain	Absent
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

8.04 Information/Discussion/Action

Consideration of the Horizon Charter School Governing Board Officers – November 2019 – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- C. Wood asked for discussion or nominations for the Governing Board officers.
- E. Palmer asked if we could hold off on this.
- T. Cascaddan nominated A. Spiva for President.
- There were no other nominations made.

8.05 Information/Discussion/Action

Consideration of the Horizon Charter School Bylaws – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- December 12 was suggested as the date for the Special Meeting to address the bylaws.

8.06 Information/Discussion/Action

Consideration of GAMUT Policies – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

Motion by: E. Palmer

2nd by: J. Dutra

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

Thomas Cascaddan X

Motion carried.

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

- A. Spiva requested a copy of the expenses to include past, present and future use for student learning and family participation, ST use and the cost of a copier into the R.V. to be included.
- E. Sweiven will go over details at the December meeting. He will be taking the lead on the Mobile Learning Lab.
- T. Cascaddan asked for a log of usage of the R.V. The ramp was put on hold because of the expense. A manual ramp is currently being considered.
- J. Dutra trusts that the issues will be ironed out once the lead person is chosen, and believes it will be a success.
- A. Spiva addressed page 10 of the charter which shows indoor and outdoor wet labs and claims that the R.V. is ADA compliant, operational and out in the community. Why was this information in the charter when it is not true? The R.V. locations are all parks. C. Wood stated that if they are not listed in the charter, they could not be used.
- A. Spiva asked why the R.V. is being taken to Apple Hill for a field trip when gas prices are so high? C. Wood stated that information will come out in December and from Right Angle’s presentation tonight.
- J. Morgan brought up that insurance and registration were not included in the cost. E. Sweiven is typically the one who drives this and he is a high level administrator – is that the best use of an administrator’s time? His time should be included as part of the cost of the R.V.
- This Agenda has many of the concerns that have been brought up. We have had it and have not seen it being used. I heard it could not be used for Special Education or labs. If not being used for students, is it just another marketing tool? Once all expenses are added up, that is a very expensive marketing tool!
- R. Cobian stated that the R.V. should be seen. It is not big enough for a heavy set child. It would have been very embarrassing for larger children who would not be able to fit. The fact that the R.V. is not ADA compliant is making HCS liable for lawsuit.

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

Motion by: E. Palmer to have a special meeting for the Bylaws on December 12, 2019 at 5:00 p.m.

2nd by: J. Dutra

Aye No Abstain Absent

Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Motion by: E. Palmer to add the discussion of date and time for the Governance Handbook to the December 19 Agenda

2nd by: A. Spiva

	Aye	No	Abstain	Absent
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

8.09 Information/Discussion/Action

Consideration of the Horizon Charter School Regular Meeting Agenda Times – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

Motion by: E. Palmer to have the Regular Meetings on the 3rd Thursdays of the month beginning at 4:30 p.m.

2nd by: J. Dutra

	Aye	No	Abstain	Absent
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

8.10 Information/Discussion/Action

Consideration of the Horizon Charter School Special Meeting Agenda Times– Cynthia Wood, EdD, Superintendent/Chief Executive Officer

Motion by: A. Spiva to move this item to the January agenda

2nd by: T. Cascaddan

	Aye	No	Abstain	Absent
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

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

Motion by: A. Spiva to add the following items to the December agenda:

- Organization Chart and CEO Emergency Protocols
- IT information
- Math scores
- Mobile learning
- Governing Board Officers
- AB 1505

2nd by: E. Palmer

	Aye	No	Abstain	Absent
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

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

- J. Morgan addressed the Governing Board regarding the following:
- Questioned why HCS has paid \$128K to Right Angle Marketing when there is no contract in place.
 - The consistent information coming from teachers and staff is that word of mouth is still the biggest source of new students.
 - Does Right Angle Marketing own the HCS website? What happens to our website if we discontinue using this marketing company?
 - Why is HCS paying Right Angle Marketing to show up at our own functions (career fair, in-services)? Is the money we are paying them being used in the best possible way?

As part of her Executive Summary, Colleen Nihen, CMO of Right Angle, detailed the number of applications Horizon received by month to illustrate a direct correlation between the number of applications received and particular marketing campaigns. For example, an end-of-the-year enrollment push from mid-January to the end of February 2019 resulted in 390 applications being submitted in those two months compared to just 217 the year before.

Next she provided a recap of the referral sources garnered online and on enrollment applications between July 1, 2018 and June 30, 2019:

- 5,202 conversions (requests for enrollment information, online applications started, or enrollment applications downloaded) can be traced directly to online marketing (website optimization, online and social media ads, and social media events and posts)
- According to hand-tallied information by the Admissions Department:
 - 78% unknown referral source
 - 14% referrals
 - 5% returning
 - 3% marketing
- Per the online application report (note: this is for all applications received via RegOnline, not just the requested date range):
 - 55% referrals
 - 22% advertising
 - 14% “other” sources
 - 9% returning students

Regarding the RegOnline information, Ms. Nihen mentioned:

- This is a more reliable source of referral information because more people responded and there is less chance of human error
 - Rule of thumb is 50% or more of an organization’s new customers should come from existing customers, so Horizon is right where they should be for referrals
 - Experience tells us “other” sources are most likely from marketing since most people will want to credit a friend for a referral and many people won’t remember a specific marketing source, however we cannot prove this hypothesis
- She stated it is important to keep in mind that the information received from the Admissions Department and the RegOnline report is weighted by student rather than source. For example, a family with 5 children will count as 5 referrals when in fact there was just 1 referral provided.

Ms. Nihen also noted it is imperative to remember that even if a referral is involved, brand awareness, reputation in the overall marketplace, and marketing information play a huge role in the decision-making process.

As part of her summary, Ms. Nihen compared applications received and the number of students that actually enrolled during the March 1, 2018 to February 28, 2019 enrollment period:

- 1,558 applications submitted
- 1,144 new students enrolled
- 1,038 students exited

Although Horizon received 237 more applications than the year prior and lost 98 fewer students, she stressed something needs to be done about the large number of students that exit each year.

Ms. Nihen emphasized that equally important is the fact that, although 520 more students applied than left, only 106 more students actually enrolled than left. That means 414 students applied but did not enroll in the school. To further demonstrate this point, Ms. Nihen provided enrollment numbers for the 2018-2019 school year that showed:

1,952 Students enrolled as of 7/16/18 (first date of SY2018-19 report)
1,159 Applications received between 7/1/18 - 2/28/19 (end of enrollment period)
 3,111 Potential students as of 3/1/19

However, only 2,359 students were actually enrolled as of 3/4/19 – 752 fewer students than applied. She advised that something must be done immediately to ensure a higher percentage of students that apply enroll in the school.

Ms. Nihen ended her summary by demonstrating that both application and enrollment trends are up for the 2019-2020 school year as a result of marketing and changes that have taken place recently in the admissions process due to assistance from the marketing effort.

9.02 Information/Discussion

Consideration of Culture and Morale of Horizon Charter School Staff – HCS Governing Board – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- J. Morgan addressed the Governing Board and stated that morale is one of those things that are hard to pinpoint. Morale is beginning to improve. We are moving in the right direction. Morale has been low because teachers have not felt heard. Administration may not fully understand teachers' jobs. Many decisions are made at admin meetings and then filtered down to teachers and staff. The lack of cohesiveness between departments causes teachers to feel that their concerns are not taken to heart. There are sometimes punitive actions against staff.
- A. Spiva stated that Paul Gant stated that once the public trust is gone, it is a hard road to come back from. The Board has been receiving emails, it would be good to have the opportunity to create that cohesiveness. A. Spiva suggests a subcommittee for this purpose. She hears the same complaints, Loss of respect and confidence and the fear of retaliation. The survey that HCSCA did is very telling.
- T. Cascaddan remarked that he has been looking at the survey during the evening and he agrees. He sees that staff does not feel comfortable approaching management, does not feel secure in their employment and does not feel comfortable approaching Human Resources. These are big things that need to be addressed.
- E. Palmer asked C. Wood for her suggestions to try to improve morale.
- C. Wood stated that she thinks it is important to address. Negotiations took a lot of time away from communication opportunities. The Cabinet has been discussing a number of alternatives for overall communication. She would be glad to bring recommendations from the Cabinet. At the beginning of the year, they tried to set the meeting times, then they went quarterly and the concern at that time was getting the negotiation dates going. She has put together a fun group, to promote unity. There is an appreciation time for staff every year. A lot of time was lost on negotiations, so much of the focus went away from some of these things.
- K. Collins stated that when she thinks of school culture and morale, she thinks of a culture of care, value and trust. A culture where we have a common laser focus. At the ST meeting, she and J. Jones had a difficult message to deliver in regards to student achievement. A few days before that, she had seen some assessment data and hearing that 19.25% of our students are at or above grade level in mathematics. She knows how much work goes into raising this number. This took the wind out of her. She felt that it ended up being a positive experience and that the teaching staff was on board.
- K. Collins stated that in order to have that laser focus, we all must embrace one another and have a culture of care and trust so that, when we do get together, we want to be together. It is the relationships that need to be built, and in a short amount of time.
- E. Palmer stated that she would like to come back to this item and she would like to hear a game plan as well as suggestions.

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

Motion by: E. Palmer to table items 9.03 and 9.04 to the Old Business on the December 12 Agenda

2nd by: T. Cascaddan

	Aye	No	Abstain	Absent
Alexis Spiva:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elaine Palmer:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Dutra:	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Cascaddan	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

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
 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.

CLOSED SESSION	<p>The Board adjourned to Closed Session at 4:35 PM to consider and/or take action upon any of the following items:</p> <ol style="list-style-type: none">1. ADMISSION OF EXPELLED STUDENT(S) Government Code Section 48918 <u>Administrative Representative:</u> JaDene Jones, Director of Operations<ol style="list-style-type: none">a. The Governing Board made a unanimous decision to deny admittance to Student #19-21 2. 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)) <u>Administrative Representatives:</u> Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer<ol style="list-style-type: none">a. No action taken 3. PUBLIC EMPLOYEE PERSONNEL: Appoint, Employment, Evaluation of Performance, Discipline or Dismissal/Release of Public Employee (Government Code Section 54957) <u>Administrative Representative:</u> Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer<ol style="list-style-type: none">a. No action taken 4. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCEA (Horizon Certificated Employees Association) <u>Administrative Representative:</u> 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<ol style="list-style-type: none">a. No action taken 5. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCSCA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education Association) <u>Administrative Representatives:</u> Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer<ol style="list-style-type: none">a. No action taken 6. POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957) <u>Administrative Representative:</u> Cynthia Wood, EdD, Superintendent/ Chief Executive Officer; Horizon Charter School Governing Board<ol style="list-style-type: none">a. No action taken
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CONSENT AGENDA	<p>Motion was made by Alexis Spiva, seconded by Elaine Palmer to approve the following Consent Agenda items:</p> <ol style="list-style-type: none">1. Facility Rental – Citrus Heights Community Center (CHCC)2. Facility Rental – Foothills Church3. S.T.E.M. Field Trip4. Sacramento RT Student Fare-Free Transit Pass Program5. Discovery Education Online Science Techbook6. Facility Rental – Southgate Recreation7. Facility Rental – Epic Bible College8. Facility Rental – Rocklin Event Center9. Facility Rental – Roseville Park & Recreation10. Facility Rental – Sunrise Park & Recreation11. Facility Rental – Grace Life Church12. School Messenger Notification System13. Cisco SmartNet Service Plan14. Facility Rental – WJU15. Facility Rental – Sunshine Event Center16. Facility Rental – Valley Springs Church17. Learning Center Janitorial Services <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
ACTION ITEM 8.01	<p>Motion was made by Joe Dutra, seconded by Elaine Palmer to approve the Audited Budget with conditions.</p> <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
ACTION ITEM 8.02	<p>Motion was made by Elaine Palmer, seconded by Joe Dutra to approve the Horizon Charter School Classified Association (HCSCA) 2019/2020 Sunshine Negotiations Proposal</p> <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>

<p>ACTION ITEM 8.03</p>	<p>Motion was made by Alexis Spiva, seconded by Elaine Palmer to approve the Horizon Charter School (HCS) 2019/2020 Sunshine Negotiations Proposal for Horizon Charter School Classified Association (HCSCA)</p> <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
<p>ACTION ITEM 8.06</p>	<p>Motion was made by Elaine Palmer, seconded by Joe Dutra to approve the GAMUT Policies.</p> <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
<p>ACTION ITEM 8.08</p>	<p>Motion was made by Elaine Palmer, seconded by Joe Dutra to approve a Special Meeting for the Bylaws on December 12, 2019 at 5:00 PM</p> <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p> <p>Motion was made by Elaine Palmer, seconded by Alexis Spiva to add the discussion of date and time for the Governance Handbook to the December 19 Agenda</p> <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
<p>ACTION ITEM 8.09</p>	<p>Motion was made by Elaine Palmer, seconded by Joe Dutra to have the Regular Meetings on the 3rd Thursdays of the month beginning at 4:30 PM</p> <p>Spiva: Aye</p>

	<p>Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
<p>ACTION ITEM 8.10</p>	<p>Motion was made by Alexis Spiva, seconded by Tom Cascaddan to move the Consideration of the HCS Special Meeting Agenda Times to the January agenda.</p> <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
<p>ACTION ITEM 8.12</p>	<p>Motion was made by Alexis Spiva, seconded by Elaine Palmer to add the following items to the December agenda:</p> <ol style="list-style-type: none"> 1. Organization Chart and CEO Emergency Protocols 2. IT Information 3. Math Scores 4. Mobile Learning Lab (MLL) 5. Governing Board Officers 6. AB 1505 <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>
<p>DISCUSSION ONLY 9.03 AND 9.04</p>	<p>Motion was made by Elaine Palmer, seconded by Tom Cascaddan to table the following items to the December 12 Agenda.</p> <ol style="list-style-type: none"> 1. Consideration of the Current Projects and Timelines of the Executive Assistants to the Superintendent/Chief Executive Officer 2. Consideration of the Salary Comparable Study <p>Spiva: Aye Palmer: Aye Dutra: Aye Cascaddan: Aye</p> <p>Vote: (4 Ayes)</p>