



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

Date: **Thursday, February 20, 2020**

Main Meeting: Citrus Heights Community Center
6300 Fountain Square Drive
East Flex Rooms A,B,C & D
Citrus Heights, CA 95611

Satellite Location: Horizon Charter School Board Room
2800 Nicolaus Road, #100
Lincoln, CA 95648

Satellite Location: Horizon Charter School
Roseville Learning Center
911 Reserve Drive
Roseville, CA 95678

**REGULAR BUSINESS MEETING – 4:30 PM
4:30 P.M. START**

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

ROLL CALL

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

2. COMMUNICATION FROM THE PUBLIC

- Communication from the public received from: Victoria Garmy and Elaine Palmer, and included the following topics:
 - Board member taking responsibility and stop finger pointing

- Board meeting length
- Sending inappropriate items to personal address

4:35 P.M. - 4:37 PM

3. CLOSED SESSION – Citrus Heights Community Center, 6300 Fountain Square Drive, North Flex Room A, Citrus Heights, CA 95611
 - 3.01 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
 - 3.02 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 PUBLIC EMPLOYEE PERSONNEL: Appoint, Employment, Evaluation of Performance, Discipline or Dismissal/Release of Public Employee (Government Code Section 54957)
Paul Thompson, ESQ, Fagen, Friedman, & Fulfrost, LLP
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
 - 3.05 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Labor Negotiations- HCEA (Horizon Certificated Employees Association)
Lindsay Moore, ESQ, Kingsley Bogard, LLP
Eric O’Leary, CEBS, Senior VP of PARS
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

- 3.06 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

Eric O'Leary, CEBS, Senior VP of PARS

Cynthia Wood, EdD, Superintendent/Chief Executive Officer

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

- 3.07 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. - 6:42 PM

4. ADJOURN TO OPEN SESSION

The Governing Board will disclose any action taken in Closed Session regarding the following

- 4.01 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

- No action taken.

- 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 discussion.

- 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 discussion.
- 4.04 PUBLIC EMPLOYEE PERSONNEL: Appoint, Employment, Evaluation of Performance, Discipline or Dismissal/Release of Public Employee (Government Code Section 54957)
Paul Thompson, ESQ, Fagen, Friedman, & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- No action taken.
- 4.05 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Labor Negotiations- HCEA (Horizon Certificated Employees Association)
Lindsay Moore, ESQ, Kingsley Bogard, LLP
Eric O’Leary, CEBS, Senior VP of PARS
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
- Direction given to the Superintendent.
- 4.06 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
Eric O’Leary, CEBS, Senior VP of PARS
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- Direction given to the Superintendent.
- 4.07 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957)
Horizon Charter Schools Governing Board

Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- No discussion.

5. STUDENT PRESENTATION

5.01 Student Learning Goal – History Social Studies & English Language Arts – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer

- Two eighth grade students from the Roseville Learning Center gave a book report on the Diary of Anne Frank.

MOTION: Elaine Palmer moved to accept the Monitoring Report. Seconded by Alexis Spiva.

Joe Dutra - ABSENT
Alexis Spiva - AYE
Elaine Palmer - AYE
Thomas Cascaddan - AYE

Motion Carried

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

- Communication from the public received from: Kathleen Byers, Marilee Dalton, Rhonda Cobian, Vicki Hillier, Eric Sweiven, and included the following topics:
 - HCEA Contract
 - Thank you to staff
 - Staff survey
 - Thank you to Board

6.02 HCEA (Horizon Certificated Employees Association)

- Statement attached.
- Jalaine Morgan addressed the Board regarding the Teacher Survey.

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

- Statement attached.
- Diana Bull addressed the Board regarding the Classified Survey.

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

- Moved to later in the agenda

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- Moved to later in the agenda

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~~
- ~~September 19, 2019 Special Meeting~~
- ~~September 26, 2019 Special Meeting~~
- ~~October 3, 2019 Special Meeting~~
- ~~October 24, 2019 Special Meeting~~
- ~~November 7, 2019 Special Meeting~~
- ~~December 12, 2019 Special Meeting~~
- ~~January 23, 2020 Regular Meeting~~
- ~~January 30, 2020 Regular Meeting~~

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

7.03 Consideration and approval of the Warrant Report – Yvonne Allen, Director of Business, Interim Chief Business Official

7.04 Consideration and approval of the Certificated Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

7.05 Consideration and approval of the Classified Personnel Report – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer

7.06 Consideration and approval of the Facilities Budget Allotment for ELPAC Assessment Testing for the remaining 2019/2020 school year in the amount of \$5,000 – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer

7.07 Consideration and approval of the published SARC (School Accountability Report Card) Reports for the 2018/2019 school year. This report is due annually to the California Department of Education and is uploaded to the Horizon website for public information – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer

- 7.08 Consideration and approval of the VMware (vSphere 6) Three (3) Year Support/Subscription Renewal in the amount of \$176.77 – Yvonne Allen, Interim Assistant Superintendent, Business Services/Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor
- 7.09 Consideration and approval of the Amplified IT (Managed Synch for G Suite) additional Management License purchase in the amount of \$1500. - Yvonne Allen, Interim Assistant Superintendent, Business Services/Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor
- 7.10 Consideration and approval of the Google Chrome OS Management 1,000 additional Licenses in the amount of \$25,000 - Yvonne Allen, Interim Assistant Superintendent, Business Services/Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor

MOTION: Elaine Palmer moved to approve the Consent Agenda items 7.02 to 7.10. Seconded by Alexis Spiva.

Joe Dutra - ABSENT
Alexis Spiva - AYE
Elaine Palmer - AYE
Thomas Cascaddan - AYE

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 Communication from the Public/Speaker Cards – Horizon Charter School Governing Board

- Jalaine Morgan addressed the Board regarding the Brown Act and speaker cards.

MOTION: Tom Cascaddan moved to allow the public to pull cards and speak throughout the meeting. Seconded by Alexis Spiva.

Joe Dutra - ABSENT
Alexis Spiva - AYE
Elaine Palmer - NAY
Thomas Cascaddan - AYE

Motion Rejected

- 8.02 Information/Discussion/ACTION

Consideration of the Teacher Leadership Team (TLT) Report to the Governing Board – Kelly Collins, Assistant Superintendent of Educational Services/Chief Academic Officer

- Kelly Collins presented the TLT report to the Board.

8.03 Information/Discussion/ACTION

Consideration of the Special Meeting Dates and Times – Horizon Charter School Governing Board

- This item was tabled to a future meeting.

~~8.04 Information/Discussion/ Action~~

~~Consideration of the Public Agency Retirement Services (PARS) for Un-represented Employee Groups – Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Eric O’Leary, CEBS, Senior VP of PARS~~

8.05 Information/Discussion/Action

Consideration of the Monitoring Report- History Social Studies and Science – Kelly Collins, Assistant Superintendent of Educational Services/Chief Academic Officer

- Completed in 5.01

8.06 Information/Discussion/Action

Consideration of Future Agenda Items – Horizon Charter School Governing Board

- Brown Act Training (Fall)
- Facility detail forecast
- Staff presentations: Finance (August)
- GATE Update
- Teacher Survey and Morale (April)
- IT Presentation
- Community Representative Interviews -open to Parent (over 3 months)
- Enrollment/Admissions process (March)
- LMCC Student presentation: Shady Creek Science Camp
- Student leadership team input to Governing Board

9. INFORMATION/ DISCUSSION

~~9.01 Information/Discussion~~

~~Consideration of the Executive Assistants – Cynthia Wood, EdD, Superintendent/Chief Executive Officer~~

9.02 Information/Discussion

Discussion of the HCSCA Survey– Horizon Charter School Governing Board

9.06 Information/Discussion – **Item Moved**

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

- C. Wood distributed a publication to the Governing Board members entitled “School Culture By Design”.
- The Board moved back to 8.06

9.03 Information/Discussion

Discussion of the Superintendent/Chief Executive Officer (CEO) Emergency Protocols – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Cynthia Wood addressed the Board.

9.04 Information/Discussion

Discussion of AB 1505 – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Cynthia Wood addressed the Board on AB 1505 and 1507.

9.05 Information/Discussion

Consideration of the Future Agenda Items from the January 30, 2020 Governing Board Meeting - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Credit card charges/Storage costs details
- Facility rentals
- Mobile Learning Lab
- This item was moved to the March 19 GB meeting.

9.07 Information/Discussion

Discussion of the School Finance Presentation – Yvonne Allen, Director of Business Services/Interim Chief Business Official

- This item was moved to the March 19 GB meeting.

9.08 Information/Discussion

Discussion of the Horizon Charter School Technology Plan – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, IT Administrative Advisor

- This item was moved to the March 19 GB meeting.

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

10.02 FUTURE AGENDA ITEMS

- February 27, 2020 – Special Meeting of the Governing Board
- March 19, 2020 – Regular Meeting of the Governing Board

11. ADJOURNMENT – 10:36 PM