



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

Date: **Thursday, June 18, 2020**

Venue: **Join Zoom Meeting via your Desktop:**  
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Meeting ID: 794 833 892  
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1-669-900-6833 (PST)  
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**REGULAR BUSINESS MEETING  
4:30 P.M. START**

1. CALL TO ORDER 4:33 PM

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

- None

**4:35 P.M.** 4:35 PM

3. CLOSED SESSION

- 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)  
Paul Thompson, ESQ, Fagen, Friedman, & Fulfrost, LLP  
Cynthia Wood, EdD, Superintendent/Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer  
Eric O’Leary, CEBS, Senior VP of PARS
- 3.03 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCEA (Horizon Certificated Employees Association)  
Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer  
Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer  
Eric O’Leary, CEBS, Senior VP of PARS
- 3.04 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCSCA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education Association)  
Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer  
Eric O’Leary, CEBS, Senior VP of PARS
- 3.05 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.** 6:30 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 discussion

4.02 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  
Eric O’Leary, CEBS, Senior VP of PARS

- No discussion

4.03 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCEA (Horizon Certificated Employees Association)

Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/ Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer  
Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer  
Eric O’Leary, CEBS, Senior VP of PARS

- Direction given to the Superintendent

4.04 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Labor Negotiations- HCSCA/CTA/NEA (Horizon Charter Schools Association/California Teachers Association/National Education Association)

Lindsay Moore, ESQ, Kingsley Bogard, LLP  
Cynthia Wood, EdD, Superintendent/Chief Executive Officer  
Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer  
Eric O’Leary, CEBS, Senior VP of PARS

- Direction given to the Superintendent

4.05 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

- 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.*

- The following people addressed the Governing Board, Candace Fong, Victoria Garmy, Sam and Blake, Vicki Hillier, Jalaine Morgan, Debbie Dutton, Kathleen Byers, and, Jasmine regarding the following topics:
  - Workplace Diversity
  - Working together as a Board
  - Employees leaving HCS
  - HCEA involvement with Board meetings
  - Social media comments regarding the Board

### 6.02 HCEA (Horizon Certificated Employees Association)

- Vicki Hillier read a letter from the HCEA attorney regarding HCEA Teachers, Board members, Western Placer Unified School District and our social media site.

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

- No statement.

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

- Yvonne Allen is deferring until 8.01.

### 6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- Cynthia thanked the staff for their hardwork this past year.
- Distance learning for 2020/2021 due to COVID

## 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 [fact sheet]

- September 12, 2019-Regular Meeting Recap
- September 12, 2019-Regular Meeting
- September 12, 2019-Special Meeting Recap
- September 12, 2019-Special Meeting
- September 19, 2019-Regular Meeting Recap
- September 19, 2019-Regular Meeting
- September 19, 2019-Special Meeting Recap
- September 19, 2019-Special Meeting
- September 26, 2010-Special Meeting Recap
- September 26, 2019-Special Meeting
- October 24, 2019-Special Meeting Recap
- October 24, 2010-Special Meeting
- November 7, 2019-Special Meeting Recap
- November 7, 2019-Special Meeting
- December 12, 2019-Special Meeting Recap
- December 12, 2019-Special Meeting
- ~~January 23, 2020 Regular Meeting Recap~~
- ~~January 23, 2020 Regular Meeting~~
- ~~January 30, 2020 Regular Meeting Recap~~
- ~~January 30, 2020 Regular Meeting~~
- ~~February 20, 2020 Regular Meeting Recap~~
- ~~February 20, 2020 Regular Meeting~~
- ~~February 27, 2020 Special Meeting Recap~~
- ~~February 27, 2020 Special Meeting~~
- ~~April 2, 2020 Emergency Meeting Recap~~
- ~~April 2, 2020 Emergency Meeting~~
- ~~April 23, 2020 Regular Meeting Recap~~
- ~~April 23, 2020 Regular Meeting~~
- ~~May 6, 2020 Special Meeting Recap~~
- ~~May 6, 2020 Special Meeting~~
- ~~May 21, 2020 Regular Meeting Recap~~
- ~~May 21, 2020 Regular Meeting~~

7.02 Enrollment Report [fact sheet] – Yvonne Allen, Director of Business, Interim Chief Business Official

7.03 Consideration and approval of the Warrant Reports [fact sheet] – Yvonne Allen, Director of Business, Interim Chief Business Official

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

- 7.05 Consideration and approval of the Classified Personnel Report [fact sheet] – Terri McGill, Assistant Superintendent, Administrative Services/ Chief Operations Officer
- 7.06 Consideration and approval of the Edjoin.org Renewal Agreement [fact sheet] for the 2020-2021 School Year in the amount of \$750.00 – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer
- 7.07 Consideration and approval of the Agilix License Renewal [fact sheet] from May 2020 to April 2021 in the amount of \$15,200. – Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director of Online Learning & Educational Technology
- 7.08 Consideration and approval of the Discovery Education Annual Renewal [fact sheet] in the amount of \$3,496.00 - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director of Online Learning & Educational Technology
- 7.09 Consideration and approval of the Docusign Annual Renewal Agreement [fact sheet] from August 30, 2020 to August 29, 2021 in the amount of \$5,775.00 - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.10 Consideration and approval of the Facility Rental- Destiny Community Center [fact sheet] for Teacher InService Day January 26, 2021 in the amount of \$1,460.00 - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Caitlin Hartman, Director of Curriculum, Instruction & Professional Learning
- 7.11 Consideration and approval of the Annual School Services Agreement for Special Services–Business [fact sheet] in the amount of \$2,640 plus expenses, or payable at \$220 per month plus expenses [fact sheet] – Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 7.12 Consideration and approval of the Escape-PCOE Financial Services Renewal Agreement [fact sheet] good from July 1, 2020 through June 30, 2021 in the amount of \$4,853.00 for license and training fees and \$554. for portal fees – Yvonne Allen, Director of Business Services/Interim Chief Business Official
- 7.13 Consideration and approval of the CBO Support Services Renewal [fact sheet] for the 2020/2021 School Year in an amount not to exceed \$47,731. [fact sheet] – C. Wood, EdD, Superintendent/Chief Executive Officer; Yvonne Allen, Director of Business Services/Interim Chief Business Official

**MOTION:** Alexis Spiva to approve the Consent Agenda less the minutes from 2020.  
Seconded by Elaine Palmer.

Thomas Cascaddan - Aye

Joe Dutra - Aye

Elaine Palmer - Aye

Alexis Spiva - 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 and approval of the 2020/2021 Budget for Horizon Charter Schools [fact sheet] – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Jay Stewart, Business Services Support

**MOTION**: Alexis Spiva moved to pass the 2020/2021 budget for Horizon Charter Schools. Seconded by Thomas Cascaddan.

Thomas Cascaddan - Aye

Joe Dutra - Aye

Elaine Palmer - Aye

Alexis Spiva - Aye

**Motion carried**

8.02 Information/Discussion/ACTION

Consideration and approval of the Horizon Charter School Community Representative [fact sheet] – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- S. Leaman addressed to the Governing Board regarding this vacancy.
- T. Cascaddan asked for S. Leaman to appoint a District Representative to the Board.

**MOTION**: Joe Dutra moved to select Michelle Shoots as the Community Board Representative. Seconded by Elaine Palmer.

Thomas Cascaddan - Nay

Joe Dutra - Aye

Elaine Palmer - Aye

Alexis Spiva - Nay

**Motion rejected**

8.03 Information/Discussion/ACTION

Consideration and approval of the PARS Early Retirement Incentive Program for Certificated Teachers [fact sheet] – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Not discussed in closed session, nothing to present in open session

8.04 Information/Discussion/ACTION

Consideration and approval of the PARS Early Retirement Incentive Program for Classified Represented Employees [fact sheet]– Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Not discussed in closed session, nothing to present in open session
- The Board agreed to return to Closed Session for a second time tonight to discuss the PARS for Certificated Teachers and Classified Employees.

8.05 Information/Discussion/Action

Consideration and approval of the Dual Enrollment Policy Revision BP 14-01 [fact sheet] - Kelly Collins, Assistant Superintendent, Educational Services; Guidance Department

**MOTION:** Elaine Palmer moved to approve the Dual Enrollment Policy as updated. Seconded by Alexis Spiva.

Thomas Cascaddan - Aye

Joe Dutra - Aye

Elaine Palmer - Aye

Alexis Spiva - Aye

**Motion carried**

8.06 Consideration and approval of the Labster HS Online Science Labs [fact sheet] from July 2020 to June 30, 2021 in the amount of \$10,000.00 - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director of Online Learning & Educational Technology

**MOTION:** Joe Dutra moved to approve Labster Online Labs. Seconded by Alexis Spiva.

Thomas Cascaddan - Aye

Joe Dutra - Aye

Elaine Palmer - Aye

Alexis Spiva - Aye

**Motion carried**

8.07 Consideration and approval of the MyPerspectives Quote [fact sheet] for New Grade 11 Curriculum for ELA in the amount of \$2,640.74 - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Caitlin Hartman, Director of Curriculum, Instruction & Professional Learning



**MOTION:** Alexis Spiva motioned to pass MyPerspectives item 8.07. Seconded by Elaine Palmer.

Thomas Cascaddan - Aye  
Joe Dutra - Aye  
Elaine Palmer - Aye  
Alexis Spiva - Aye

**Motion carried**

- 8.08 Consideration and approval of the N2Y Bulk Order Purchase [fact sheet] for Teacher (\$3,396.55) and Student (\$11,062.38) curricula for August 17, 2020 to August 16, 2021 – for a total of \$14,458.93 - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director of Special Education

**MOTION:** Elaine Palmer moved to approve 8.08 the N2Y instructional materials. Seconded by Tom Cascaddan.

Thomas Cascaddan - Aye  
Joe Dutra - Aye  
Elaine Palmer - Aye  
Alexis Spiva - Aye

**Motion carried**

- 8.09 Consideration and approval of the Read and Write 12-Month Subscriptions [fact sheet] in the amount of ~~\$3,003.00~~ \$1800.00 - Kelly Collins, Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven, Director of Online Learning & Educational Technology

**MOTION:** Elaine Palmer moved to approve 8.09 the Read and Write 12-Month Subscription in the amount of \$1,800. Seconded by Thomas Cascaddan.

Thomas Cascaddan - Aye  
Joe Dutra - Aye  
Elaine Palmer - Aye  
Alexis Spiva - Aye

**Motion carried**

- 8.10 Information/Discussion/Action  
Consideration and approval of the History Social Studies Curriculum Adoption, Price Quote Option #105998-3 for \$22,878.17, Price Quote Option #105998-2 for \$35,089.17 [fact sheet] - Kelly Collins, Assistant Superintendent, Educational Services/Chief

Academic Officer; Caitlin Hartman, Director of Curriculum, Instruction and Professional Learning

**MOTION:** Alexis Spiva moved to adopt the History Social Studies Curriculum for eight (8) years at the price of \$35,089.17. Seconded by Joe Dutra.

Thomas Cascaddan - Aye

Joe Dutra - Aye

Elaine Palmer - Aye

Alexis Spiva - Aye

**Motion carried**

8.11 Information/Discussion/Action

Consideration and approval of the Kajeet SmartSpot V400 Series Purchase [fact sheet] in the amount of \$72,669.16 – Yvonne Allen, Director of Business Services/Interim Chief Business Official; Sergio Herrera, Information Technology Administrative Advisor

**MOTION:** Joe Dutra moved to approve the Kajeet mifi Wi-Fi spots. Seconded by Thomas Cascaddan.

Thomas Cascaddan - Aye

Joe Dutra - Aye

Elaine Palmer - Aye

Alexis Spiva - Aye

**Motion carried**

- Alexis Spiva & Tom Cascaddan asked for IT to distribute a survey to families to get the data to show how many more WI-Fi hot spots will be needed for the 2020/2021 School Year.

8.12 Information/Discussion/Action

Consideration and approval of the Horizon Charter Schools Classified Association/California Teachers Association/National Education Association (HCSCA/CTA/NEA) Tentative Agreement 2019/2020 [fact sheet] - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- No tentative agreement as of yet

8.13 Information/Discussion/Action

Consideration and approval of the Horizon Certificated Employees Association (HCEA) Tentative Agreement 2019/2020 [fact sheet]- Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- No tentative agreement as of yet

8.14 Information/Discussion/Action  
Consideration of Future Agenda Items [fact sheet]- Horizon Charter School Governing Board

- AB 1505
- Student Performance
- Surveys from HCEA and HCSCA
- Board President
  
- V. Garmy addressed the Governing Board regarding previously made comments.
  
- Thomas Cascaddan requested to move item 3.05 to the top of the Closed Session Agenda.
- Thomas Cascaddan left the meeting at 12:18 AM.
- The Governing Board adjourned to a second Closed Session at 12:23 AM.
- The Discussion portion of the meeting was moved to the August Agenda.
- The Board returned from Closed Session at 1:33 AM

9. INFORMATION/ DISCUSSION

9.01 Information/Discussion  
Discussion of AB 1505 [fact sheet]- Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Not discussed

9.02 Information/Discussion  
Discussion of the Enrollment/Admissions Process [fact sheet] – Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; JaDene Jones, Director of Operations

- Not discussed

9.03 Information/Discussion  
Discussion of the Gifted Talented and High Achieving Students Overview [fact sheet]- Terri McGill, Assistant Superintendent, Administrative Services/Chief Operations Officer; Kathleen Waffle, Horizon Charter School Parent Educator

- Not discussed

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

- Alexis Spiva read a statement aloud regarding her hopes for the Board.
- J. Dutra wished everyone a great summer.

- E. Palmer would like to see everyone face to face.

#### 10.02 FUTURE MEETING DATES

- August 20, 2020 – Regular Meeting of the Governing Board
- September 17, 2020 – Regular Meeting of the Governing Board

#### 11. ADJOURNMENT