



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

Date: **Thursday, August 20, 2020**

Venue: Some members of the Board have chosen to meet face-to-face at the Nicolaus Board room and will follow social distancing practices. Other Board members, presenters, and attendees may join with zoom as usual.

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

1. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

2. COMMUNICATION FROM THE PUBLIC

- None

8.01 Information/Discussion/Action - Moved
Oath of Office – Jim Trimble - Western Placer Unified School District Representative – Horizon Charter Schools 2020/2021 - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Jim Trimble took the Oath of office.

4:35 P.M.

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, & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- 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
- 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
- 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.

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

- Direction was given to the Superintendent to sign the approval of a 3-year lease term at the location of 711 Sterling Pkwy for Phase 1 of the Horizon Learning Center.

- 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

- No action taken

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

- Direction was 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

- Direction was 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

- Direction was given to the Superintendent

5. STUDENT PRESENTATION

- None

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

- Communication from the public received from: Marilee Dalton, Tiffany Traner, Amanda Stall, Becky Nugen, Elizabeth Cheairs, Jalaine Morgan, Vicki Hillier, Marie Zambrana, and included the following topics:
 - Welcome new team members
 - New parent lacking clear and precise direction, felt left behind, lack of communication
 - Students awaiting ST assignment, separation of families with different STs.
 - Departments are overwhelmed, drowning, and behind.
 - STs don't have necessary tools to do their job well.
 - Processes should be electronic due to COVID-19, no direction or training on electronic learning logs and work sample processes.
 - Thank you for great communication during COVID-19
 - Enrollment and SB89
 - Thanks to staff
 - Computer pick-ups/shipment
 - Transparency and Communication
- The Board agreed to move 8.05 and 8.10.

8.05 Information/Discussion/ACTION - Moved

Consideration and approval of the Horizon Charter Schools By-Laws – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer, Paul Thompson, ESQ, Fagen, Friedman, & Fulfrost, LLP

MOTION: Jim Trimble moved to approve the By-Laws changing the length a Board member may serve in a position from 5(five) to 3(three) consecutive terms as stated in the Charter. Seconded by Joe Dutra.

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

Motion Carried

- 8.10 Information/Discussion/Action - Moved
Consideration and approval of Horizon Charter Schools Personnel Sub-Committee - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer, Paul Thompson, ESQ, Fagen, Friedman, & Fulfrost, LLP

MOTION: Elaine Palmer moved to elect Jim Trimble as the Board Member on the Personnel Sub-Committee and begin to finalize the process for selecting the Human Resource administrators. Seconded by Alexis Spiva.

Joe Dutra - AYE
Alexis Spiva - AYE
Elaine Palmer - AYE
Thomas Cascaddan - ABSENT
Jim Trimble – AYE

Motion Carried

- 6.02 HCEA (Horizon Certificated Employees Association)

Vicki Hillier provided the HCEA statement to the Board and discussed the following:

- Welcomed Carin Contreras, Stacie Moore-Quaith, and, Jim Trimble.
- Enrollment
- ST student assignments
- Electronic processes

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

Diana Bull stated there is no statement; however, she spoke on the following topics:

- Welcomed Jim Trimble
- Upcoming negotiations
- Enrollment
- Staff

6.04 Business Support Services, Jay Stewart

- Deferred comments to 8.07

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

Cynthia Wood addressed the Board on the following topics:

- Virtual Inervice
- Longevity Awards
- Virtual platform through December 2020.
- Introduced Carin Contreras and Stacie Moore-Quaith
- Enrollment
- Health screening protocols

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 requests, 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

The minutes from January 23, 2020, through May 21, 2002, are awaiting changes from the Board and will be brought to a future meeting for approval once the changes are made.

7.02 Enrollment Report – Jay Stewart, Business Support Services

7.03 Consideration and approval of the Warrant Reports – Jay Stewart, Business Support Services

7.04 Consideration and approval of the Certificated Personnel Report – Roxanne Regules, Human Resources Support Services

7.05 Consideration and approval of the Classified Personnel Report – Roxanne Regules, Human Resources Support Services

7.06 Consideration and approval of the Edjoin.org Service Agreement Renewal in the amount of \$750.00 – Roxanne Regules, Human Resources Support Services

7.07 Consideration and approval of the California School Board Association Gamut Policy Invoice Renewal in the amount of \$2,410.00 - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

7.08 Consideration and approval of the Total Education Solutions TES Therapy Consulting and Service Agreement Renewal – Carin Contreras Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director Special Education

- 7.09 Consideration and approval of the Memorandum of Understanding with Jabbergym Inc. Renewal - Carin Contreras Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director Special Education
- 7.10 Consideration and approval of the Growing Healthy Children Therapy Services Inc. Placer County Office of Education (PCOE) Master Contract Renewal - Carin Contreras Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director Special Education
- 7.11 Consideration and approval of Florida Virtual On-line Course Renewal in the amount of \$14,000 - Carin Contreras Assistant Superintendent, Educational Services/Chief Academic Officer; Eric Sweiven Director OnLine Ed/Tech

MOTION: Joe Dutra moved to adopt the consent agenda. Seconded by Jim Trimble.

Joe Dutra - AYE
Alexis Spiva - AYE
Elaine Palmer - AYE
Thomas Cascaddan - ABSENT
Jim Trimble – 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*

8.02 Information/Discussion/ACTION

Consideration of the Election of 2020/2021 Governing Board President

MOTION: Elaine Palmer moved to elect Joe Dutra as Horizon Charter Schools Governing Board President. Seconded by Jim Trimble.

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

Motion carried

8.03 Information/Discussion/Action

Interim Human Resources Administrator – Kevin Brown for the 2020/2021 School Year in an amount not to exceed \$47,731. – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

MOTION: Jim Trimble moved to approve Kevin Brown as the Interim Human Resources Administrator. Seconded by Joe Dutra.

Joe Dutra - AYE

Alexis Spiva - AYE
Elaine Palmer - AYE
Thomas Cascaddan - ABSENT
Jim Trimble – AYE

Motion carried

8.04 Information/Discussion/Action
Consideration and approval of the Horizon Certificated Employees Association (HCEA) Tentative Agreement 2019/2020 - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- Moved to September 17, 2020

8.06 Information/Discussion/Action
Consideration and approval of the Horizon Charter Schools Website and Social Media Agreement - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

MOTION: Joe Dutra moved to approve the Horizon Charter Schools Website and Social Media Agreement through December 2020. Seconded by Jim Trimble.

Joe Dutra - AYE
Alexis Spiva - AYE
Elaine Palmer - AYE
Thomas Cascaddan - ABSENT
Jim Trimble – AYE

Motion carried

9.01 Information/Discussion - Moved
WASC update of the Gifted Talented and High Achieving Students Overview - Kathleen Waffle, Horizon Charter School Parent Educator

- Kathleen presented the Gifted Talented and High Achieving pilot program to the Board.

8.07 Information/Discussion/Action
Consideration and approval of the 45-Day HCS Budget Revision – Jay Stewart, Business Support Services

Jalaine Morgan

- Concerned with deficit spending and over enrollment.

Jay Stewart touched on a few points:

- Funded funded on Average Daily Attendance, not enrollment.
- Budget had a 10% reduction built-in.
- New budget was very conservative, 10% reduction and Cost of Living Adjustment has been removed.

MOTION: Joe Dutra moved to approve the 45-Day HCS Budget Revision. Seconded by Jim Trimble.

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

Motion carried

8.08 Information/Discussion/Action

Consideration and approval of Resolution No. 08202020 Committing to Meet Financial Obligations & Maintain Fiscal Solvency - Jay Stewart, Business Support Services

- Moved to September 17, 2020
- The Board Adjourned at 11:11 p.m. and went back into closed session, returned at 12:10 a.m.

8.09 Information/Discussion/Action

Consideration of Future Agenda Items - Horizon Charter School Governing Board

- Not discussed

9. INFORMATION/ DISCUSSION

9.02 Information/Discussion

Student Performance – Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer

- Not discussed

9.03 Information/Discussion

Recent Legislation - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Not discussed

9.04 Information/Discussion

Staff Surveys – Synthesis of Schoolwide Strengths and Critical Areas - Climate Survey Results 2019 Summary - HCSCA Survey - HCEA Survey - HCEA Comments - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Not discussed

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

10.02 FUTURE MEETING DATES

- September 3, 2020 – Brown Act/Governance Workshop
- September 17, 2020 – Regular Meeting of the Governing Board
- October 1, 2020 – Board Workshop Topic to be Announced
- October 15, 2020 – Regular Meeting of the Governing Board
- November 19, 2020 – Regular Meeting of the Governing Board
- December 17, 2020 – Regular Meeting of the Governing Board
- January 21, 2021 – Regular Meeting of the Governing Board
- February 18, 2021 – Regular Meeting of the Governing Board
- February 25, 2021 – Board Workshop Topic to be Announced
- March 18, 2021 – Regular Meeting of the Governing Board
- April 15, 2021 – Regular Meeting of the Governing Board
- May 20, 2021 – Regular Meeting of the Governing Board
- June 17, 2021 – Regular Meeting of the Governing Board

11. ADJOURNMENT – 12:16 p.m.