



REGULAR MEETING OF THE GOVERNING BOARD ADOPTED MINUTES

Date: **Thursday, October 15, 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.

Join Zoom Meeting via your Desktop:

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Meeting ID: 794 833 892

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1-669-900-6833 (PST)

Meeting ID: 794 833 892

REGULAR BUSINESS MEETING 4:30 PM START

1. CALL TO ORDER - **4:30 PM**

PLEDGE OF ALLEGIANCE

ROLL CALL

- X HCS Governing Board President/Education Representative: Joe Dutra
- X Parent Representative: Elaine Palmer
- X Parent Representative: Alexis Spiva
- X Western Placer Unified School District, Community Representative: Jim Trimble
- Parent Representative: Vacant

2. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside to allow an opportunity for individuals to address the Governing Board regarding matters not on the Agenda but within the Governing Board's subject matter jurisdiction. The Governing Board is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2. Please click on the link below to submit a online speaker card. Speaker Cards are to be submitted online before the start of the meeting.

[Click Here for Online Speaker Card Form](#)

4:35 PM.

3. CLOSED SESSION

- 3.01 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
Horizon Learning Center Negotiators:
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
- 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
Cynthia Wood, EdD, Superintendent/Chief Executive 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
Cynthia Wood, EdD, Superintendent/ Chief Executive 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
Cynthia Wood, EdD, Superintendent/Chief Executive 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 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:
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
Kevin Sheehan, Kidder & Matthews

Direction given to the Superintendent.

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 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
Cynthia Wood, EdD, Superintendent/Chief Executive Officer

Direction given to the Superintendent.

4.04 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

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
Cynthia Wood, EdD, Superintendent/Chief Executive Officer

Direction given to the Superintendent.

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

None

6. REPORTS AND COMMUNICATION

6.01 Communication from the Public

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- *Communication from the Public received from Jennifer Nunes, Stephanie Franco, Adrian Balderas, Marilee Dalton, Kathleen Byers, Alisa Bradbury:*
 - *COVID-19*

6.02 HCEA (Horizon Certificated Employees Association)

- No statement submitted.
- *Communication received from Vicki Hillier.*
 - *COVID-19*

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

- No statement submitted.
- *Communication received from Diana Bull.*
 - *Negotiations*
 - *COVID-19*
 - *Staff morale*

6.04 Business Support Services, Jay Stewart

- *The Budget will be updated and brought back to the Board in December for consideration.*

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- *Affirmative action and unification of the charter.*
- *ST Team will begin Eagle Evenings.*
- *Eagle Outreach communications*
- *Communications with parents and staff.*
- *Personal Protection Equipment for employees.*
- *Acknowledged representatives of the unions who shared their concerns regarding COVID-19.*

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

- [January 23, 2020 regular meeting](#)
- [January 30, 2020 regular meeting](#)
- [February 20, 2020 regular meeting](#)
- [February 27, 2020 special meeting](#)
- [April 2, 2020 emergency meeting](#)

- [April 23, 2020 regular meeting](#)
- [May 6, 2020 special meeting](#)
- [May 21, 2020 regular meeting](#)
- [June 18, 2020 regular meeting](#)
- [August 20, 2020 regular meeting](#)
- [September 3, 2020 special meeting](#)
- [September 17, 2020 regular meeting](#)
- [September 25, 2020 special meeting](#)

- 7.02 Consideration and approval of the [Enrollment Report \[fact sheet\]](#) – Jay Stewart, Business Support Services
- 7.03 Consideration and approval of the [Warrant Report \[fact sheet\]](#) – Jay Stewart, Business Support Services
- 7.04 Consideration and approval of the [Certificated Personnel Report \[fact sheet\]](#) – Kevin Brown, Interim Human Resources Administrator; Roxanne Regules, Human Resources Support Services
- 7.05 Consideration and approval of the [Classified Personnel Report \[fact sheet\]](#) – Kevin Brown, Interim Human Resources Administrator; Roxanne Regules, Human Resources Support Services
- 7.06 Consideration and approval of [Budget Analyst Job Description \[fact sheet\]](#) – Kevin Brown Interim Human Resources Administrator; Roxanne Regules, Human Resources Support Services
- 7.07 Consideration and approval of the [Contract for Sonja Biggs](#), Visual Impairment Specialist in the amount of \$10,478.00 Annually [\[fact sheet\]](#) - Carin Contreras Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director of Special Education
- 7.08 Consideration and approval of the [ERMHS/Psych Position](#) in the amount of \$128,070. Including Statutory Payroll Costs and Health & Welfare Benefits [\[fact sheet\]](#) - Carin Contreras Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director of Special Education
- 7.09 Consideration and approval of the [JAMF Service Renewal](#) in the amount of \$365. [\[fact sheet\]](#) – Jay Stewart, Business Support Services; Sergio Herrera, Information Technology Administrative Advisor
- 7.10 Consideration and approval of the [CAMSA EES 2.0 M365 A3 Renewal](#) in the amount of \$9,768.36 [\[fact sheet\]](#) – Jay Stewart, Business Support Services; Sergio Herrera, Information Technology Administrative Advisor
- 7.11 Consideration and approval of the Umpqua Bank Signatories, to add Carin Contreras and Jay M. Stewart as Authorized Signatories and Remove Terri McGill from Employee Signatores for the Account [\[fact sheet\]](#) – Jay M. Stewart, Business Support Services

Motion: *Jim Trimble moved to approve the consent agenda minus items 7.01 and 7.07, Seconded by Elaine Palmer.*

Joe Dutra: Aye

Alexis Spiva: Aye

Elaine Palmer: Aye

Jim Trimble: Aye

Motion Carried

Motion: *Alexis Spiva moved to approve item 7.07, Seconded by Jim Trimble.*

Joe Dutra: Aye

Alexis Spiva: Aye

Elaine Palmer: Aye

Jim Trimble: Aye

Motion Carried

Motion: *Elaine Palmer moved to table item 7.01 to the October 29 Governing Board Special Meeting, Seconded by Jim Trimble.*

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 Mathematics Student Learning Goal 1.1b- [Monitoring Report-Student Achievement \[fact sheet\]](#)– Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer

Motion: *Elaine Palmer moved to approve the Mathematics Monitoring Report, Seconded by Joe Dutra. It has been proven with reasonable interpretation and sufficient data.*

Joe Dutra: Aye

Alexis Spiva: Aye

Elaine Palmer: Aye

Jim Trimble: Aye

Motion Carried

8.02 Information/Discussion/ACTION

Consideration and approval of the [Modified COVID-19 Plan for Special Education Assessment](#) through December 2020 [\[fact sheet\]](#) - Cynthia Wood, EdD, Superintendent/Chief Executive Officer; Carin Contreras Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director Special Education

Motion: *Elaine Palmer moved to approve the Modified COVID-19 Plan for Special Education Assessment, Seconded by Jim Trimble.*

Joe Dutra: No

Alexis Spiva: Aye

Elaine Palmer: Aye

Jim Trimble: Aye

Motion Carried

- Elaine Palmer left the meeting due to a family emergency.

8.03 Information/Discussion/Action

Consideration and approval of the COVID-19 Plan for 2020/2021 School Year [\[fact sheet\]](#) - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- *Dr. Wood presented the COVID-19 Plan to the Board and gave the Cabinet recommendations..*
 - *Each Cabinet member gave their recommendation to the Board.*

This item was tabled for discussion at the November Governing Board meeting.

8.04 Information/Discussion/Action

Consideration and approval of the [Contract Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer \[fact sheet\]](#) - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

This item was tabled to the October 29 meeting.

8.05 Information/Discussion/Action

Consideration and approval of the [Contract for Jay M. Stewart, Business Support Services \[fact sheet\]](#) – Cynthia Wood, EdD, Superintendent/Chief Executive Officer

This item was tabled to the October 29 meeting.

8.06 Information/Discussion/Action

Consideration and approval of the Horizon Certificated Employees Association (HCEA) Tentative Agreement 2020/2021 [\[fact sheet\]](#)- Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

Motion: Alexis Spiva moved to approve the Horizon Certificated Employees Association (HCEA) Tentative Agreement 2020/2021, Seconded by Jim Trimble.

Joe Dutra: Aye

Alexis Spiva: Aye

Elaine Palmer: Absent

Jim Trimble: Aye

Motion Carried

8.07 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

8.08 Information/Discussion/Action

Consideration and approval of Board Agenda Budgetary Limits and [HCS Resolution #10152020 \[fact sheet\]](#) – Cynthia Wood, EdD, Superintendent/ Chief Executive Officer; Jim Trimble, Western Placer Unified School District Community Representative

This item was tabled to the October 29 meeting.

8.09 Information/Discussion/Action

Consideration of an Annual Budget Advisory Committee in January [\[fact sheet\]](#) - Cynthia Wood, EdD, Superintendent/ Chief Executive Officer; Jay M. Stewart, Business Support Services

Motion: Alexis Spiva moved to table items 8.04, 8.05, 8.08 and 8.09 to the October 29 meeting, seconded by Jim Trimble.

Joe Dutra: Aye

Alexis Spiva: Aye

Elaine Palmer: Absent

Jim Trimble: Aye

Motion Carried

8.10 Information/Discussion/Action

Consideration of Future Agenda Items [\[fact sheet\]](#)- Horizon Charter School Governing Board

- Mobile Learning Lab

Motion: Alexis Spiva moved to add the Mobile Learning Lab to the October 29 Governing Board meeting, seconded by Jim Trimble.

No vote took place.

The Board adjourned to Closed Session from 11:00 PM to 11:30 PM.

9. INFORMATION/ DISCUSSION

None

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

- *Time limit for Governing Board Meeting discussions.*

10.02 FUTURE MEETING DATES

- October 29, 2020 – Board Workshop –
 - HCS Governing Board Handbook
 - HCS Governing Board Goals
- 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 - **11:34 PM**

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 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: 916-408-5200

*Please note: items on the Agenda may not be addressed in the order they are scheduled. Board may alter the order at their discretion.