



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

Date: **Thursday, August 19, 2021**

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 - 4:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

2. COMMUNICATION FROM THE PUBLIC

Michelle Smith spoke on behalf of Patricia Rodriguez, Dixie Marino, and herself.

4:35 P.M.

3. CLOSED SESSION – 4:36 p.m.

- 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)
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Government Code Section 54956.9(d)(1))

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
Paul Thompson, ESQ, Fagen, Friedman, & Fulfroost, LLP
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:
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
Kevin Sheehan, Kidder & Matthews
- Directions were 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)
CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Government Code Section 54956.9(d)(1))
Paul Thompson, ESQ, Fagen, Friedman, & Fulfroost, LLP
Cynthia Wood, EdD, Superintendent/Chief Executive Officer
- Directions were given to the Superintendent
- 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
- Directions were 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

- Directions were given to the Superintendent

4.05 POLICY 3.4: MONITORING CEO PERFORMANCE (Government Code Section 54957) Horizon Charter Schools Governing Board

Paul Thompson, ESQ, Fagen, Friedman, & Fulfrost, LLP

Cynthia Wood, EdD, Superintendent/ Chief Executive Officer

- No action taken

5. STUDENT PRESENTATION

5.01 Student Presentation

- None

6. REPORTS AND COMMUNICATION

6.01 Communication from the public

- The following people addressed the Governing Board: Fayle Quayle, Janet Lavenda, Noel Negri-Brown, Mary Pauley, Kerry Moulin, Robyn Stout, Dawn Gore, Chris Dykstra, Vicki Edwards, Marie Zambrana, Melissa Heitman, Allie Davis, Shannon Penders, Linda Hinsz, Darcie Hutcheson, Cary Kopay, Jeff Quayle, Kristin Avila, Marilee Dalton, Kathleen Lauten.
- The subjects covered were: More pay for extra work being performed, a reduced caseload, support declining the latest contract proposal, too many changes, too many job responsibilities, new programs not communicated and not ready, no curriculum, blended learning model too much to add to existing rosters, lack of planning and unrealistic job expectations, STs are spread too thin, the new plan has not been mapped out, lack of motivation and morale, no flexibility, too many new students, old students are leaving, STs and Administration resigning, ST mental health, Administration doesn't understand our value, the school looks terrible to families, Master Schedules not ready.

MOVED 8.01 Information/Discussion/Action

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

- Parent Representative Position – Candidate Interview
 - Jeff Rodzen interviewed with the Board for the open one-year Parent Representative position ending June 30, 2022.
- Board Deliberation/Selection/Motion to accept candidate

MOTION: Elaine Palmer moved to appoint Jeff Rodzen as a Governing Board Parent Representative serving the current term ending June 30, 2022. Jim Trimble seconded it.

AYE (3) – Trimble, Palmer, Dutra
NAY (0)

Motion Carried

6.02 HCEA (Horizon Certificated Employees Association)

- No statement was submitted.
- Vickie Edwards – read a letter from Rafael Ruano, HCEA attorney.
- Erin Jones introduced herself as the co-vice president of the HCEA and spoke regarding; failure of leadership, lack of reaching a contract. The exodus of teachers, unfilled staff positions, lack of clear communication and transparency, length and timing of PLCs and asked the Board to complete negotiations with Administration and hire necessary staff.

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

- No statement was submitted.

6.04 Assistant Superintendent, Business Services/Chief Business Official; Jay Stewart

- Jay Stewart is closing the 2020/2021 fiscal records to be reviewed at the September meeting. He thanked the classified and confidential staff. RLC and Kirby buildings have been closed; the Sheridan location has been opened, he thanked custodial maintenance. Appreciated input from classified and certificated groups regarding programs. Thanked IT and classified group at Venture for stepping up this year while being short-staffed.

6.05 Superintendent/ Chief Executive Officer – Cynthia Wood, EdD

- Cynthia Wood also thanked the employees for their work while being short-staffed. In-service was August 9, 2021 with the assistance of Jennifer Ramos, COVID Specialist, and staff in making a smooth transition back to the workplace. The longevity award presentation was shown to the Board.

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](#)]

- Regular Meeting Unadopted Minutes August 19, 2021

- Special Meeting Unadopted Minutes June 24, 2021
 - Special Meeting Unadopted Minutes August 5, 2021
- 7.02 Consideration and approval of the Enrollment Report – [fact sheet] - Jay Stewart, Assistant Superintendent, Business Services/Chief Business Official
- 7.03 Consideration and approval of the Warrant Report [fact sheet] – Jay Stewart, Assistant Superintendent, Business Services/Chief Business Official
- 7.04 Consideration and approval of the Certificated Personnel Report [fact sheet] – Roxanne Regules, EdD., Assistant Superintendent, Administrative Services/Chief Operations Officer
- 7.05 Consideration and approval of the Classified Personnel Report [fact sheet] – Roxanne Regules, EdD., Assistant Superintendent, Administrative Services/Chief Operations Officer
- 7.06 Ratification of MOU’s, Contracts, and, Agreements
- a) 2021-22 Mattison Enterprises Contract Renewal, not to exceed \$6,500, (general fund) – [fact sheet] - Jay Stewart, Assistant Superintendent, Business Services/Chief Business Official
 - b) 2021-22 School Pathways Google Classroom Bridge, Annual subscription \$750 per year w/one-time fee of \$500 – Total - \$1,250, (general fund) – [fact sheet] - Jay Stewart, Assistant Superintendent, Business Services/Chief Business Official
 - c) Turnitin - \$4,055, Renewal - (General fund) – [fact sheet] – Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer; Jeremy Ogzewalla, Regional Administrator
 - d) Texthelp Inc. – Read & Write App. for \$1,800 - (General funds) – [fact sheet] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Direction Special Education
 - e) SAVVAS myPerspectives English Language Curriculum for \$7,615.70 – (General funds) – [fact sheet] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer
- 7.07 Consideration and approval of Memo of Understanding with Jabbergym Inc., July 1, 2021, through June 30, 2022, cost based on services rendered - (General funds) – [fact sheet] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Direction Special Education
- 7.08 Consideration and approval Total Education Solutions (TES) – July 1, 2021, through June 30, 2022 - cost based on services rendered - (General funds) [fact sheet] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Direction Special Education
- 7.09 Consideration and approval Vista OT Services – from August 13, 2021, through June 30, 2022 - cost based on services rendered - (General funds) – [fact sheet] - Carin Contreras, Assistant

Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Direction Special Education

- 7.10 Consideration and approval Connect teletherapy – from August 11, 2021, through August 12, 2022 - cost based on services rendered - (General funds) – [fact sheet] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Direction Special Education
- 7.11 Consideration and approval of Curriculum Associates – Teacher/Parent Educator Toolbox for Instructional Materials/Assessments – Toolbox - \$20,170.50 – [fact sheet] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer; Tracy Wilson, Director of Curriculum, Instruction and Professional Development
- 7.12 Consideration and approval of Maxim HealthCare Staffing Agreement – August 12, 2021, through June 30, 2022 – [fact sheet] - Roxanne Regules, EdD., Assistant Superintendent, Administrative Services/Chief Operations Officer; Lezley Holmes, Director of Special Education

MOTION: Jim Trimble moved to approve the consent agenda except 7.01 and 7.11. Elaine Palmer seconded it.

AYE (3) – Palmer, Trimble, Dutra
NAY (0)

Motion Carried

MOTION: Elaine Palmer moved to approve 7.01 with changes previously submitted. Jim Trimble seconded it.

AYE (3) – Trimble, Palmer, Dutra
NAY (0)

Motion Carried

MOTION: Elaine Palmer moved to approve 7.11. Jim Trimble seconded it.

AYE (3) – Trimble, Palmer, Dutra
NAY (0)

Motion Carried

8. INFORMATION/DISCUSSION/ACTION

“ACTION”: *Indicates items the Board has seen previously*
“Action”: *Indicates items the Board is visiting for the first time*

MOVED

~~8.01 Information/Discussion/Action~~

~~Consideration of the Horizon Charter School Governing Board Vacancy Cynthia Wood, EdD,
Superintendent/Chief Executive Officer~~

~~• Parent Representative Position Candidate Interview~~

The following candidate interviewed with the Board:
Jeff Rodzen

- ~~Board Deliberation/Selection/Motion to accept candidate~~

8.02 Information/Discussion/Action

Consideration and approval of the Monitoring Report / California Assessment of Student Performance and Progress (CAASPP) Update – [fact sheet] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer

Carin Contreras presented the Monitoring report and CAASPP update to the Board.

MOTION: Jim Trimble moved to approve the Monitoring Report. Elaine Palmer seconded it.

AYE (3) – Palmer, Trimble, Dutra
NAY (0)

Motion Carried

8.03 Information/Discussion/Action

Consideration and approval of AB 1200 Public Disclosure Forms - [fact sheet] - Jay Stewart, Assistant Superintendent, Business Services/Chief Business Official

- Horizon Charter Schools Classified Association (HCSCA)
- Horizon Certificated Employee Association (HCEA)
- All unrepresented, including Confidential, Administrative/Management/other unrepresented

Jay Stewart gave a brief history of the AB 1200 forms to the Board; while not required, they are presented to keep the Board informed; he stated that we could afford the costs of the agreements.

MOTION: Elaine Palmer moved to approve the AB 1200 Public Disclosure forms. Jim Trimble seconded it.

AYE (3) – Trimble, Palmer, Dutra
NAY (0)

Motion Carried

8.04 Information/Discussion/Action

Ratification of the HCEA (Horizon Certificated Employees Association) Agreement for the 2020/2021 School Year - [fact sheet] - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Cynthia Wood stated that a counter-proposal was sent to the HCEA.

8.05 Information/Discussion/Action

Consideration and approval of the three percent increase effective July 1, 2020 - All unrepresented, including Confidential, Administrative/Management/other unrepresented employees – [fact sheet] - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Cynthia Wood presented the three percent increase as part of a me-too clause.

MOTION: Jim Trimble moved to approve the three percent increase effective July 1, 2020. Elaine Palmer seconded it.

AYE (3) – Palmer, Trimble, Dutra
NAY (0)

Motion Carried

8.06 Information/Discussion/Action

Consideration and approval of the 1% off salary schedule one-time payment for Classified, All unrepresented, including Confidential, Administrative/Management/other unrepresented employees – [[fact sheet](#)] - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Cynthia Wood presented the 1% off salary schedule.

MOTION: Elaine Palmer moved to approve 8.06. Jim Trimble seconded it.

AYE (3) – Trimble, Palmer, Dutra
NAY (0)

Motion Carried

8.07 Information/Discussion/Action

Consideration and approval of the [CCEIS Worksheet](#) – [[fact sheet](#)] - Carin Contreras, Assistant Superintendent, Educational Services/Chief Academic Officer; Lezley Holmes, Director Special Education

- Carin Contreras deferred this item to Lezley Holmes. Lezley explained the CCEIS plan to the Board, why we need it, and a few things that changed from last year.

MOTION: Jim Trimble moved to approve the CCEIS plan. Elaine Palmer seconded it.

AYE (3) – Palmer, Trimble, Dutra
NAY (0)

Motion Carried

8.08 Information/Discussion/Action

Ratification of [Western Placer Unified School District – Application and Agreement for the use of Facilities – Sheridan Elementary School](#) – Horizon Charter Schools Special Education – [[fact sheet](#)] - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Cynthia Wood stated that we signed an agreement with WPUSD to temporarily use a Sheridan Elementary School facility for Special Education needs.

MOTION: Jim Trimble moved to approve item 8.08. Elaine Palmer seconded it.

AYE (3) – Palmer, Trimble, Dutra

NAY (0)

Motion Carried

8.09 Information/Discussion/Action

Consideration and approval of Assembly Bill (AB) 130 policy adoption – [[fact sheet](#)] - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- [Horizon Charter Schools \(HCS\) Independent Study Policy # 08192021](#)
 - [Master Agreement for Independent Study](#) (HCS will follow the charter attorney endorsed information system, School Pathways)
 - [Summary of AB 130 Requirements for Synchronous Instruction and Live Interaction Opportunities](#)
- Cynthia Wood stated that the charter attorneys had provided the above documents. The Board approves the policies, and we will write the procedures.
 - The Board asked several clarifying questions.
 - Carin Contreras provided more detail regarding tiered re-engagement and answered Board questions.

MOTION: Elaine Palmer moved to approve all items under 8.09. Elaine Palmer seconded it.

AYE (3) – Trimble, Palmer, Dutra

NAY (0)

Motion Carried

8.10 Information/Discussion/Action

Consideration and approval of Governing Board meeting start time of 5:30 p.m. – [[fact sheet](#)] - Cynthia Wood, EdD, Superintendent/Chief Executive Officer

- Joe Dutra requested a later start time due to other commitments. The Board agreed to make the change and stated it could be re-addressed in the future if needed.

MOTION: Elaine Palmer moved to start Governing Board meetings at 5:30 p.m., Seconded by Jim Trimble.

AYE (3) – Trimble, Palmer, Dutra

NAY (0)

Motion Carried

8.11 Information/Discussion/Action

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

- Jim Trimble would like to re-visit the progress regarding curriculum and what we can do in the future to avoid the problem.
- Elaine Palmer wants to see a Tech Plan and spreadsheet of what we pay, to who, and what it's for. Cynthia Wood said there would be a Tech Plan presented at the October Board meeting.
- Elaine Palmer also would like to see an Organization Chart.

9. INFORMATION/ DISCUSSION

9.01 Information/Discussion

10. GOVERNING BOARD

10.01 BOARD MEMBER REPORTS/COMMENT

- The Board Self-Evaluation Survey will be sent to Board Members after the Board meeting.
 - Elaine Palmer
 - I attended the High School parent orientation and said Jeremy and his team did a great job under the gun; they were very professional.
 - Teachers, we hear you; we could and will do better.
 - Parents, we appreciate you showing up and making sure your kids are online.
 - Jim Trimble
 - Attended the InService and listened to the PLC training.
 - He also talked with teachers and staff.
 - Thank you, Carin, Staff, and Cynthia; it was well attended, a good start, and excellent teacher input.
 - Joe Dutra
 - It's a massive lift of spirits to see students and staff back on campus.
 - The safety precautions we take are good.
 - Thank you to teachers and everyone who spoke tonight; the message came through loud and clear; teaching is hard work and across the table in every teaching environment.
 - We can get back to where Horizon is a magnet, and teachers will want to come back; we are just in a transition now.

10.02 FUTURE MEETING DATES

- September 16, 2021 – Regular Meeting of the Governing Board
- September 30, 2021 - Special Meeting of the Governing Board, Workshop
- October 21, 2021 – Regular Meeting of the Governing Board

- November 18, 2021 – Regular Meeting of the Governing Board
- December 16, 2021 – Regular Meeting of the Governing Board
- January 20, 2022 – Regular Meeting of the Governing Board
- February 17, 2022 – Regular Meeting of the Governing Board
- March 3, 2022 – Special Meeting of the Governing Board, Workshop
- March 17, 2022 – Regular Meeting of the Governing Board
- April 21, 2022 – Regular Meeting of the Governing Board
- May 19, 2022 – Regular Meeting of the Governing Board
- June 16, 2022 – Regular Meeting of the Governing Board

11. ADJOURNMENT – 10:23 p.m.