EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

May 12, 2016

9:00 a.m.

43448 Business Park Drive

Temecula, CA 92590

Our mission is to empower students by fostering their innate curiosity, engaging their parents, and promoting optimum learning by collaboratively developing a personalized learning program for each student.

Present:

Marlene Darrow, Board Chair Beth Burt, Board Vice Chair Tracey Vela, Board Secretary Heidi Chan, Treasurer Justin Moldenhauer, Board Director Craig Schneider, Board Director Robin Mammoth, Board Director	Kathleen Hermsmeyer, Superintendent Phil Hermsmeyer, Asst. Superintendent IT/Facilities Amy Podratz, Asst. Superintendent Business & Admin Ops Tanya Rogers, Director of Business Natali South, Executive Assistant to the Board

1. **Action: Call to Order & Pledge of Allegiance**
   - Ms. Darrow called the meeting to order at 9:08 a.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
   - Ms. Vela moved to approve the agenda.
   - Ms. Chan seconded.
   - Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth
     0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Minutes from April 12, 2016**
   - Mr. Moldenhauer moved to approve the Minutes from the April 12, 2016 meeting.
   - Ms. Burt seconded.
   - Discussion: None
   - Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth
     0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Consent Agenda:** Warrant Register; Personnel Action Report; Revised Attendance Calendars 2016-2017
   - Ms. Mammoth moved to approve the Consent Agenda.

- Ms. Burt seconded.
- Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth
  0 Noes; 0 Absent; Motion Adopted

5. **Information: PUBLIC COMMENTS**
   - None

6. **Information: Superintendent's Report with WASC Update**
   - Dr. Hermsmeyer reviewed the Superintendent's Report. We will be increasing our Homeschool Instructional Funds package, giving "Bookmart Bucks" and looking at ways to expand our offerings to homeschoolers through "camps" during the summer. She also announced the approval of our Citrus Springs petition by Orange County and informed the Board that we have assumed the lease on the Rancho Cucamonga property, and will be ready to have classes there in the fall.
     - The Board requested a Board meeting or tour when the building renovations are complete.

7. **Information: First Reading of Revised Financial Reports & Accountability Policy BP 4003.1**
   - The Board reviewed revised Financial Reports & Accountability Policy BP 4003.1.
   - The policy will be corrected to replace RSCS to ESCS. This policy will be agendized for Second Reading and Approval at the next regularly-called meeting.

8. **Information: First Reading of Debt Policy BP 4008.1**
   - The Board reviewed Debt Policy BP 4008.1.
   - This policy will be agendized for Second Reading and Approval at the next regularly-called meeting.

9. **Information: First Reading of Field Trips Policy BP 5020.1**
   - The Board reviewed Field Trips Policy BP 5020.1.
   - The wording will be adjusted to reflect that Field Trips apply to homeschoolers as well.
   - This policy will be agendized for Second Reading and Approval at the next regularly-called meeting.

10. **Information: First Reading of BP 5021.1: Internet Use & Digital Citizenship**
    - The Board reviewed Internet Use & Digital Citizenship Policy BP 5021.1.
    - Grammatical corrections will be made.
    - Discussion: Phil Hermsmeyer explained the need to have a guiding Board Policy with regard to Internet Use and Digital Citizenship.
    - This policy will be agendized for Second Reading and Approval at the next regularly-called meeting.

11. **Information: Financial Update**
    - Amy Podratz reviewed the Financial Update and answered Board questions.

12. **Information/Activity: LCAP Activity**
    - Amy Podratz provided information on Empire Springs' LCAP, and the Board participated

in an LCAP activity.

13. **Discussion-Conference Review: Advocacy Day**
    - Heidi Chan facilitated a conversation about CCSA's Advocacy Day.

14. **Action: Second Reading & Approval of Revised Credit Card Policy BP 3003.1**
    - Ms. Mammoth moved to approve revised Credit Card Policy BP 3003.1 upon second reading.
    - Mr. Moldenhauer seconded.
    - Discussion: None
    - Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth
      0 Noes; 0 Absent; Motion Adopted

15. **Action: Second Reading & Approval of Revised Cash/Receipts Policy BP 4007.1**
    - Ms. Mammoth moved to approve revised Cash/Receipts Policy BP 4007.1 upon second reading.
    - Ms. Vela seconded.
    - Discussion: None
    - Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth
      0 Noes; 0 Absent; Motion Adopted

16. **Action: Second Reading & Approval of Revised Travel Policy BP 3006.1**
    - Mr. Moldenhauer moved to approve revised Travel Policy BP 3006.1 upon second reading.
    - Ms. Burt seconded.
    - Discussion: None
    - Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth
      0 Noes; 0 Absent; Motion Adopted

17. **Action: Approval of Student Email & Google Hangout**
    - Ms. Vela moved to approve Student Email & Google Hangout.
    - Ms. Chan seconded.
    - Discussion: Phil Hermsmeyer explained the need to provide Google Hangout to our students, and reviewed the benefits and risks associated with it.
    - Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth
      0 Noes; 0 Absent; Motion Adopted

18. **Information: BOARD COMMENTS & AGENDA ITEM REQUESTS**
    - Mr. Moldenhauer: I am affiliated with the Ontario Reign (Hockey Team), and I think it will open a door to being able to put booths up at their events to promote Empire Springs.

19. **Action: Motion to Adjourn the Meeting**
    - Mr. Schneider moved to adjourn the meeting at 11:32 a.m.
    - Ms. Burt seconded.
    - Vote: 7 Ayes: Darrow, Burt, Vela, Chan, Moldenhauer, Schneider, Mammoth

0 Noes; 0 Absent; Motion Adopted

NEXT REGULAR MEETING

Thursday, June 9, 2016 9:00 a.m. | 43448 Business Park Drive, Temecula, CA 92590

Tracey Vela, Secretary

6/9/16

Date