BOARD OF DIRECTORS

EMPIRE SPRINGS CHARTER SCHOOL
HARBOR SPRINGS CHARTER SCHOOL
RIVER SPRINGS CHARTER SCHOOL

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

BOARD MEETING
MINUTES

October 17, 2013

9:30a.m.–4:30p.m.

45000 Pechanga Parkway / Temecula 92591

The Eagle's Nest (10th Floor)

I. PRELIMINARY

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.

1. **Call to Order & Pledge of Allegiance:**
   a. Executive Director/Board President, Dr. Kathleen Hermsmeyer, called the meeting to order at 9:33am.

PRESENT:

- Marlene Darrow, Board Chairman (River) & Board Secretary (Empire)
- Jennifer Mejares Pham, Board Vice Chairman (River) & Board Treasurer (Harbor)
- Robin Mammoth, Board Secretary (River) & Board Chairman (Empire)
- Pamela Ellard, Board Parliamentarian (River) & Board Chairman (Harbor)
- Charlene Ponzio, Board Treasurer (River)
- Sheila Ryle, Board Director (River)
- Steaven Chan, Board Vice Chairman (Harbor)
- Rachel Couch, Board Secretary (Harbor)
- Heidi Chan, Board Vice Chairman (Empire)
- Tracey Vela, Board Director (Empire)
- Don Langille, Board Director (Empire)
- Linda Rhoads Parks, Esq.
- Teasa Phalen, Board Chairman (Springs)
- Vondella McCombs, Board Secretary/Treasurer (Springs)
- Tim Trainor, Board Vice Chairman (Springs)
- Kathleen Hermsmeyer, Executive Director
- Kyla Shofner, Director of Charter Relations
- Amy Podratz, Chief Administrative Officer
- Debbie Essel, Chief Education Officer
- Vivian Price, Chief Personalized Learning Officer
- Debbie Daniel, Chief Pupil Services Officer
- Maureen Wilson, Academy Advisor
- Katherine Rogers, Academy Advisor
- Pam Rentz, Director of Student Records
- Stephanie Parshall, Director of Instructional Support
- Diana Lopez, Director of Special Education
- Chris Lemke, Director of Guidance
- Kitty Fortner, Director of OC Quest
- Katherine Pangle, Director of Temecula SC
- Philip Parks, Assistant Director of Temecula SC
- Sue Miller Hurst, Director of Temecula iShine SC
- Monica Lopez, Director of Magnolia SC
- Shane Wickwire, Director of Corona SC & FAPA
- Melissa Magner, Director of OC Student Center
- ASB and Student Council Students
- Allie McNeel, September Student of the Month
- Shiloh Valdez-Wolf, October Student of the Month
- Liz Johnston, River Springs Charter Parent

2. **Approval of Agenda**
    a. EMPIRE
        i. Ms. Vela moved to approve the Empire Springs Charter School board agenda; Ms. Chan seconded. (No discussion.) 4 AYES (Vela, Chan, Darrow, Mammoth); 0 NOES; 1 ABSENT (Burt). Motion adopted.
    b. HARBOR
        i. Ms. Mejares Pham moved to approve the Harbor Springs Charter School board agenda. Ms. Couch seconded. (No discussion.) 3 AYES (Mejares Pham, Couch, Ellard); 0 NOES; 1 ABSENT (Chan). Motion adopted.
    c. RIVER
        i. Ms. Mammoth moved to approve the River Springs Charter School board agenda. Ms. Darrow seconded. (No discussion.) 6 AYES (Mammoth, Darrow, Ellard, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

3. **Ratification of Empire Springs Charter School District Board Appointee & Oath of Office: Mr. Don Langille**
    a. EMPIRE
    b. Ms. Mammoth led Mr. Don Langille in the Oath of Office.
    c. Ms. Darrow moved to ratify the district appointed board director, Mr. Don Langille. Ms. Vela seconded. (No discussion.) 4 AYES (Darrow, Vela, Chan, Mammoth); 0 NOES; 1 ABSENT (Burt). Motion adopted.

Mr. Don Langille became a voting member of the Empire Springs Charter School Board of Directors at this time.

II. COMMUNITY RELATIONS

This is an opportunity for community members to speak to any item on the agenda or regarding subjects or concerns that do not appear on the agenda. Any person wishing to speak is requested to complete the "Request to Speak" form found at the entrance to the meeting and to bring it forward to the Board Secretary. Presentations are limited to three minutes. Government Code Section 54954.2 and Education Code Section 35145.5 prohibit the Board from discussing or acting upon matters not on the agenda.

4. **PUBLIC COMMENTS**
    a. None

5. **BOARD COMMENTS**
    a. EMPIRE
        i. Ms. Mammoth: I am so proud of this school; I love to see the collaboration at work.
    b. HARBOR
        i. Ms. Couch: I am so happy to see these young people here; it really brings it all together for me.
    c. RIVER
        i. Ms. Ponzio (to Ms. Podratz): I'd like to see the Warrant Listing categorized by major categories. (The Board agreed; Ms. Podratz will ensure to present the Warrant Listing in this manner for the December 12, 2013 Board meeting.)
        ii. Ms. Mejares Pham: I am really proud at how wonderful these young adults look!
        iii. Ms. Ellard: We are not a traditional school, and we are so thankful to our students and staff who are fostering creativity, and collaborating as a community.
        iv. Ms. Ryle: The Board loves having the students here, and we are so proud of them!

III. STUDENT ACHIEVEMENT

6. Executive Director Update – State of the Schools

- **a.** *See attached executive summary and presentation.*
- **b.** To the students and parents: We are very happy to have such dedicated and committed boards; without our boards these schools could not operate.
- **c.** Dr. Hermsmeyer presented her State of the Schools presentation.

7. WASC Accreditation

- **a.** *See attached presentation.*
- **b.** Ms. Daniel presented an update on the WASC Accreditation process.
- **c.** Ms. Daniel: If any member of the Board is interested in serving on the WASC visiting team, please contact Kyla Shofner.

8. Students of the Month

- **a.** Jennifer Mejares Pham (who also serves at the Chair of the Murrieta Student of the Month) introduced the Student of the Month program which honors college-bound seniors. Each student of the month speaks at the monthly Student of the Month luncheon and answers one of the following four questions/topics:
  - **i.** What do you believe is your great contribution?
  - **ii.** What do you think is your most significant life lesson that you've learned so far that you'll be taking to college with you?
  - **iii.** How will you "pay it forward"?
  - **iv.** Share personal story or obstacle you have overcome.
- **b. Allie McNeel (Temecula Student Center) – September 2013 Student of the Month**
- **c. Shiloh Valdez-Wolf (Keys High School) – October 2013 Student of the Month**

9. Associated Student Body (ASB) & Student Council Student Presentations

a. Orange County Quest Student Center Student Government

Lauren Cardenas	Student Council President	7th grade
Michael Mierez	Student Council Vice President	7th grade
Jacob Torres	Student Council Treasurer	6th grade
Edward Lancaster	Student Council Secretary	6th grade

b. Temecula Student Center ASB

Allie McNeel	ASB President	12th grade
Nelle Kaufman	ASB Vice President	11th grade
Sarah Horn	ASB Treasurer	12th grade
Paige Miller	Senior Class Representative	12th grade
Tierra Teran	Senior Class Representative	12th grade
Morgan Culp	ASB President	8th grade
Kelly Kosman	ASB Vice President	7th grade
Megan Keegan	ASB Secretary	7th grade
Avalon Glen	High School Mascot & Press/Publication Secretary	12th grade

c. iShine Student Center Student Council

John Carlson	Student Council President	8th grade
Jared Closter	Student Council Vice President	8th grade
Sarah Leonard	Student Council Secretary	7th grade
Kyla Gorman	Student Council Treasurer	6th grade

Mr. Chan left the meeting at this point.

d. Magnolia Student Center ASB

Ashleigh Wartson	ASB President	12th grade
Jozlyn Vaughn	ASB Vice President	12th grade
Julianna Porazz	ASB Treasurer	10th grade
Pedro Maradiaga	ASB Historian	9th grade

e. Flabob Airport Preparatory Academy Student Council

Audrey Cain	Student Council President	12th grade
Blake Plante	Student Council Treasurer	12th grade
Justin Greene	Student Council Secretary	11th grade
Brenton Loeffler	Leadership Class Member	9th grade
Joshua Green	Volunteer	12th grade

f. Corona Student Center Student Council

Myka Gutierrez	Student Council President	8th grade
McKenna Coleman	Student Council Treasurer	8th grade
Lauren Marquez	Student Council Secretary	7th grade
Savannah Sanabia	Student Council Member	8th grade

IV. GOVERNANCE

10. Robert's Rules of Order

a. Jacquelline Hike led an interactive training on parliamentary procedure.

The Boards recessed for lunch from 1:00-1:30p.m.

V. PROGRAM REVIEWS

Ms. Mejares Pham moved to amend the order of the agenda, moving agenda item #12 before #11. Ms. Chan seconded. (No discussion.) 10 AYES (Mejares Pham, Chan [Heidi], Couch, Darrow, Ellard, Langille, Mammoth, Ponzio, Ryle, Vela) 2 ABSENT (Burt, Chan [Steaven]). Motion adopted.

Mr. Chan returned to the meeting at this point.

11. *Training:* **Budget**

a. *See attached presentation.*

b. Ms. Podratz presented an interactive budget training.

c. Ms. Podratz also introduced the Business staff: Ann Kinsey (Assistant Business Manager), Debbie DeJong (Controller – River), Brenda Ramirez (Controller – Empire and Harbor), and Arlene Lister (Administrative Assistant).

Ms. Mammoth moved to amend the order of the agenda, moving agenda items #20 and 21 before agenda item #12. Ms. Ryle seconded. 10 AYES (Mammoth, Ryle, Chan [Heidi], Chan [Steaven], Couch, Darrow, Ellard, Langille, Ponzio, Vela); 2 ABSENT (Burt, Mejares Pham); 0 NOES. Motion adopted.

12. *Presentation:* **Orange County Quest Student Center (HARBOR)**
- **a.** *See attached report and presentation.*
- **b.** Ms. Fortner presented an update on the Orange County Quest Student Center.

13. *Presentation:* **Orange County Student Center**
- **a.** *See attached report and presentation.*
- **b.** Ms. Magner presented an update on the Orange County Student Center.

14. *Presentation:* **Temecula Student Center**
- **a.** *See attached report and presentation.*
- **b.** Ms. Pangle presented an update on the Temecula Student Center.

15. *Presentation:* **iShine Student Center**
- **a.** *See attached report and presentation.*
- **b.** Ms. Hurst presented an update on the iShine Student Center.

16. *Presentation:* **Magnolia Student Center**
- **a.** *See attached report and presentation.*
- **b.** Ms. Lopez presented an update on the Magnolia Student Center.

17. *Presentation:* **Flabob Airport Preparatory Academy**
- **a.** *See attached report and presentation.*
- **b.** Mr. Wickwire presented an update on the Flabob Airport Preparatory Academy.

18. *Presentation:* **Corona Student Center**
- **a.** *See attached report and presentation.*
- **b.** Mr. Wickwire presented an update on the Corona Student Center.

19. *Training:* **Enrollment Review Panel & Board Petition Process**
- **a.** *See attached executive summary.*
- **b.** Mr. Lemke led a training and presented an update on the enrollment review panel and board petition process.

20. *Action*: **Acceptance of the Riverside SELPA Local Plan and Approval to Sign the Full Assurances Statement from the Joint Powers Agreement**
- **a.** EMPIRE
  - **i.** Ms. Mammoth moved and Mr. Langille seconded to accept the Riverside SELPA Local Plan and approve the signing of the full assurances statement from the JPA. (No discussion.) 5

AYES (Mammoth, Langille, Chan, Darrow, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.

b. HARBOR

i. Ms. Couch moved accept the Riverside SELPA Local Plan and approve the signing of the full assurances statement from the JPA. Mr. Chan seconded. 4 AYES (Couch, Chan, Ellard, Mejares Pham); 0 NOES; 0 ABSENT. Motion adopted.

ii. Discussion:

1. Ms. Ellard requested clarification on the committees of the SELPA.
2. Mr. Chan: Does Harbor currently have any special education enrollment?
3. Ms. Podratz: Special education funding is based on your school enrollment, not on the number of actual special education students enrolled. Harbor Springs currently has approximately 5% special education enrollment.

VI. ADJOURNMENT

21. *Action:* **Motion to Adjourn the Meeting**

a. EMPIRE

i. Mr. Langille moved and Ms. Mammoth seconded to adjourn the meeting at 3:09pm. 5 AYES (Langille, Mammoth, Chan, Darrow, Vela); 0 NOES; 1 ABSENT (Burt).

b. HARBOR

i. Ms. Mejares Pham moved and Ms. Ellard seconded to adjourn the meeting at 3:09pm. 4 AYES (Mejares Pham, Ellard, Chan, Couch); 0 NOES; 0 ABSENT. Motion adopted.

c. RIVER

i. Ms. Darrow moved and Ms. Ponzio seconded to adjourn the meeting at 4:45pm. 6 AYES (Darrow, Ponzio, Ellard, Mammoth, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

VII. NEXT REGULAR MEETING

Thursday, December 12, 2013

- **EMPIRE 10:00 – 11:30am**
- **RIVER 12:00 – 1:30pm**
- **HARBOR 2:00 – 3:30pm**

Temecula Administration Offices – 43448 Business Park Drive – Temecula, CA 92592

Marlene Darrow, Empire Springs Charter School Board Secretary — Date 12/12/13

Rachel Couch, Harbor Springs Charter School Board Secretary — Date 12/12/13

Robin Mammoth, River Springs Charter School Board Secretary — Date 12/12/13

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