EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

December 7, 2017

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:

Beth Burt, Board Chair Marlene Darrow, Board Director Justin Moldenhauer, Board Director Craig Schneider, Board Director Steaven Chan, Board Director	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Supt. of Admin Operations Tanya Rogers, Asst. Supt. of Business Diane Anvari, Asst. Supt. of Personnel Vivian Price, Asst. Supt. of Personalized Learning Robert Hennings, Asst. Supt. of Pupil Services Katherine Pangle, Director of Education Natali South, Director of Executive Support

1. **Action: Call to Order & Pledge of Allegiance**
   - Ms. Burt called the meeting to order at 9:07 a.m. and led the Pledge of Allegiance.

2. **Activity: Election of Officers & Appointment of Subcommittees**
   - Mr. Moldenhauer moved to elect Marlene Darrow as Board Chair.
   - Mr. Chan seconded.
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

   - Mr. Chan moved to elect Craig Schneider as Vice Chair.
   - Ms. Darrow seconded.
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

- Mr. Schneider moved to elect Justin Moldenhauer as Secretary.
- Mr. Chan seconded.
- Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth
  Motion Adopted

- Mr. Moldenhauer moved to elect Steaven Chan as Treasurer.
- Ms. Burt seconded
- Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth
  Motion Adopted

- Mr. Schneider moved to appoint Beth Burt and Steaven Chan to the Superintendent's Evaluation Subcommittee.
- Mr. Moldenhauer seconded.
- Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth
  Motion Adopted

3. **Action: Approval of Agenda**
   - Mr. Moldenhauer moved to approve the agenda.
   - Mr. Chan seconded.
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth
     Motion Adopted

4. **Action: Approval of Minutes from August 14, 2017**
   - Mr. Schneider moved to approve the Minutes from the August 14, 2017 meeting.
   - Mr. Chan seconded.
   - Discussion: None
   - Vote: 4 Ayes: Burt, Darrow, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth
     1 Abstention: Moldenhauer; Motion Adopted

5. **Action: Approval of Consent Agenda**
   - Mr. Chan moved to approve the Consent Agenda including Personnel Action Report, Warrant Registers, 2017-18 Org Chart, Harris Solutions Contract Ratification
   - Mr. Schneider seconded.
   - Discussion: None
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth
     Motion Adopted

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

7. **Information: Superintendent's Report**
   - Dr. Hermsmeyer reviewed the Superintendent's report and provided updates regarding our new Arrow credit recovery program, as well as network-wide updates.

8. **Information: First Reading of Revised Board Policy 5014.1 – Document Retention**
   - Tanya Rogers reviewed the Board policy and reviewed the changes which will allow for electronic data storage. This policy will be brought back at a future meeting for second reading and approval.

9. **Information: Employee Satisfaction Survey**
   - Diane Anvari reviewed the Employee Satisfaction Survey, and discussed the various responses.

10. **Action: Approval of Unaudited Actuals**
   - Mr. Schneider moved to approve the Unaudited Actuals
   - Mr. Chan seconded.
   - Discussion: Tanya Rogers reviewed the Unaudited Actuals report which reflects 20.88% reserves and ADA of 922. The auditors are coming in the next few weeks to review and audit all of our records.
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

11. **Action: Approval of EPA Actuals**
   - Ms. Darrow moved to approve the EPA Actuals
   - Mr. Moldenhauer seconded.
   - Discussion: Tanya Rogers explained the EPA Actuals report.
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

12. **Action: Approval of Superintendent's 2017-18 Goals**
   - Mr. Schneider moved to approve the Superintendent's Goals for 2017-18.
   - Ms. Chan seconded.
   - Discussion: Dr. Hermsmeyer reviewed the proposed goals for the upcoming school year.
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

13. **Action: Approval of Ryan Schaffner Agreement**
   - Ms. Darrow moved to approve the agreement with Ryan Schaffner.
   - Mr. Moldenhauer seconded.
   - Discussion: Amy Podratz explained the services that Ryan Schaffner will provide for our Bookmart through independent contractor work. This agreement is through December 2017, and will be brought back for renewal every six months.
   - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

14. **Action: Approval of Long Distance Travel – i-Nacol Conference**
    - Ms. Darrow moved to approve the Long Distance Travel for Andrea Leib to attend the i-Nacol conference
    - Mr. Moldenhauer seconded.
    - Discussion: Vivian Price explained the purpose for sending Andrea Leib to this conference.
    - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

15. **Information: BOARD COMMENTS & AGENDA ITEM REQUESTS**
    - Mr. Schneider: Louis Fetherolf asked me to encourage this Board to consider participating in the upcoming Summit Springs Golf Tournament, or sponsoring others to do so.
    - Mr. Moldenhauer: I'm sorry I missed Pechanga; I was working in Carlsbad that week. With regard to the staff survey, we might consider embedding a video with Kathleen or a Board member encouraging people to respond.
    - Steaven Chan: I agree with the video for the survey. I think that would be very helpful.
    - Marlene Darrow: Looking forward to a good year!
    - Beth Burt: I will be going to China next month for an Autism conference, and I want to thank Kathleen for her encouragement and advice.

16. **Action: Motion to Adjourn the Meeting**
    - Mr. Schneider motioned to adjourn the meeting at 10:30 a.m.
    - Mr. Moldenhauer seconded.
    - Vote: 5 Ayes: Burt, Darrow, Moldenhauer, Chan, Schneider; 0 Noes; 2 Absent: Large, Mammoth Motion Adopted

Justin Moldenhauer, Secretary

12-7-17

Date