EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

August 14, 2014
9:00 – 12:00p.m.
43448 Business Park Drive / Temecula, CA 92590

Conference Line (267) 507-0370 / Code: 020100#*

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. *Action*: **Call to Order & Pledge of Allegiance**
   - **a.** Board Vice Chair, Ms. Chan called the meeting to order at 9:05a.m.

PRESENT:

Heidi Chan, Board Chair	Amy Podratz, Assistant Supt – Business and Admin Ops
Marlene Darrow, Vice Chair	Phil Hermsmeyer, Assistant Supt – IT & Facilities
Beth Burt, Board Secretary	Diane Anvari, Assistant Supt – Human Resources
Tracey Vela, Board Treasurer	Charles Vela, River Board Director
Justin Moldenhauer, Board Director	Jennifer Walker, Academic Program Coordinator
Dr. Kathleen Hermsmeyer, Superintendent	

2. *Action*: **Approval of Agenda**
   a. Ms. Burt moved to approve the agenda.
   b. Ms. Vela seconded.
   c. Discussion: None
   d. 5 AYES (Burt, Vela, Chan, Darrow, Moldenhauer); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

3. *Action*: **Approval of Meeting Minutes – June 12, 2014**
   a. Mr. Moldenhauer moved to approve the June 12, 2014 meeting minutes.
   b. Ms. Vela seconded.
   c. Discussion:
      i. Ms. Chan stated that an update on the action items from the June 12 meeting would be appreciated.
   d. 5 AYES (Moldenhauer, Vela, Burt, Chan, Darrow); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

4. *Action*: **Election of Board & Corporate Officers**
   a. Ms. Vela nominated **Heidi Chan as Board Chair**.
   b. Ms. Burt seconded.
   c. Discussion:
      i. None
   d. 4 AYES (Vela, Burt, Darrow, Moldenhauer); 0 NOES; 2 ABSENT (Langille, Mammoth); 1 ABSTAINED (Chan). Motion adopted.

e. Ms. Vela nominated **Marlene Darrow as Board Vice Chair**.
f. Mr. Moldenhauer seconded.
g. Discussion:
    i. None
h. 4 AYES (Vela, Moldenhauer, Burt, Chan); 0 NOES; 2 ABSENT (Langille, Mammoth); 1 ABSTAINED (Darrow). Motion adopted.

i. Ms. Burt nominated **Dr. Kathleen Hermsmeyer as President**.
j. Ms. Vela seconded.
k. Discussion:
    i. None
l. 5 AYES (Burt, Vela, Chan, Darrow, Moldenhauer); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

m. Mr. Moldenhauer nominated **Beth Burt as Secretary**.
n. Ms. Darrow seconded.
o. Discussion:
    i. None
p. 4 AYES (Moldenhauer, Darrow, Burt, Chan, Vela); 0 NOES; 2 ABSENT (Langille, Mammoth); 1 ABSTAINED (Burt). Motion adopted.

q. Ms. Burt nominated **Tracey Vela as Treasurer**.
r. Mr. Moldenhauer seconded.
s. Discussion:
    i. None
t. 4 AYES (Burt, Moldenhauer, Chan, Darrow); 0 NOES; 2 ABSENT (Langille, Mammoth); 1 ABSTAINED (Vela). Motion adopted.

II. CONSENT AGENDA

Consent agenda items are considered routine and may be enacted by a single motion. Any Director of the Board may request removal of any item from the consent agenda for consideration under the regular agenda if discussion of the item is desired. Items not removed from the consent agenda will stand approved upon motion of a Board Director, followed by a second and majority vote.

5. *Action*: **Ratification of Warrant Listing & Personnel Action Report (June/July)**
    a. Ms. Vela moved to approve the consent agenda.
    b. Ms. Burt seconded.
    c. 5 AYES (Vela, Burt, Chan, Darrow, Moldenhauer); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

III. 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 five 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.

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

7. *Information:* **BOARD COMMENTS**
    a. Mr. Moldenhauer: I was sorry to miss Pechanga, but I plan to attend next year.

b. Ms. Burt: It was a wonderful conference. I noticed that the Special Education table was placed in the back corner of the room. I was concerned that this might send the wrong message to our parents, so we might think about moving that table next to the other tables at next year's conference.
c. Ms. Chan: I would like to see the parent comments from Pechanga and would especially like to see them broken down by charter so this Board can specifically see the Empire student comments.
    i. Dr. Hermsmeyer mentioned that the informal comments she received were all very positive and that the keynote speaker was extremely inspiring.
d. Ms. Darrow: I especially liked the Springsy-Land game at the end of the staff day at Pechanga.
e. Ms. Vela: I didn't think there were enough activities in the beginning of the day to keep the audience engaged. I sat with a table of staff from a student center and they were unaware of what was happening organization-wide.
f. Ms. Chan: I thought the parent day seemed very quiet and subdued. Strategically, maybe we need to decrease the size of the room and number of tables in order to get everyone together and increase discussions.
g. Ms. Chan: How do we receive updates on our action items?
    i. Ms. Burt: Board members receive a draft of the minutes for review and should send comments and questions directly to Kyla Shofner and copy Heidi Chan.

IV. STUDENT ACHIEVEMENT

8. *Information*: **Report from the Superintendent**
    a. Dr. Hermsmeyer: The Academy of the Inland Empire's charter was revoked. The school was based in San Bernardino and had an enrollment of about 700 students. We have hired 4 teachers from that school and they plan to bring 100+ students with them. Ideally, we will capture 300 students because of this closure. Karl Yoder was the CFO of the Academy of the Inland Empire. There is a 20,000+ square foot building now available for lease. Dr. Hermsmeyer stated that we might want to offer a Keys Program in the San Bernardino area to support this population.
    b. Ms. Chan: Is the proposal for the facility or for taking over their program?
    c. Dr. Hermsmeyer: There is no guaranty that we will be able to get those students but if we took over the location and offered our Keys model we would have a better chance of securing the students.
    d. Ms. Chan: I feel that we should focus on the book of business instead of the location.

V. BUSINESS

9. *Action:* **Approval of Superintendent's Salary for 2014-2015**
    a. Ms. Darrow moved to approve the Superintendent's Salary for 2014-2015.
    b. Ms. Vela seconded.
    c. Discussion:
        i. Ms. Burt clarified that this was based on enrollment. Ms. Podratz confirmed.
    d. 5 AYES (Darrow, Vela, Burt, Chan, Moldenhauer); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

10. *Information*: **Enrollment/Finance Update**
    a. Ms. Podratz: The dissemination grant written by Karl Yoder was awarded for $250,000. This money was not included in this fiscal year's original budget received on July 1 because the official letter had not been received.
    b. Ms. Podratz: Homeschool enrollment is looking good and there are many still in the enrollment process. I'm sure that the enrollment will increase in the Venture Online academy now that

parents are aware of the program. There will probably be several program to program transfer requests. All students enrolled in the program have to live in our service area; however, the teachers do not.

c. Ms. Podratz: Rancho Cucamonga Learning Center enrollment is going strong.
d. Mr. Hermsmeyer: we will begin to look for a replacement site as we are almost at capacity.

VI. GOVERNANCE

11. *Action:* **Approval of Superintendent's 2014-2015 Goals**
    a. Mr. Moldenhauer moved to approve the Superintendent's 2014-2015 Goals.
    b. Ms. Darrow seconded.
    c. Discussion:
        i. Ms. Burt: Are the goals the same for each charter?
        ii. Dr. Hermsmeyer: Generally, yes, but they can be charter specific.
        iii. Ms. Burt: I would like to tie the future goals to the mission statement and base it on parent survey data.
        iv. Dr. Hermsmeyer: Some of those things are hard to measure, for example, using the community as the classroom. We need baseline data; we could include CTE and Internship data but that would only include high school students.
    d. 5 AYES (Moldenhauer, Darrow, Burt, Chan, Vela); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

12. *Training:* **Assessment**
    a. Ms. Podratz: The CAASPP test will move into an operational assessment this year. As students answer questions and get them correct, the questions become more challenging. This type of test will tell us more information about the specific student's assessment. Parents, students and schools will receive feedback on the results; however, the API will not be based on results. We need to be 90% or higher with participation. This year we were actually at 89% so we are on target. I credit our IT department with this success and a very special thanks to Arlene Lister for handling parent phone calls, concerns, complaints, etc.
    b. Ms Podratz: We had an outstanding CAHSEE outcome for 10th graders in Empire. Those numbers will probably decrease as enrollment increases.

13. *Action:* **Approval of Board Policy 3002.1 – Superintendent's Contract**
    a. Ms. Vela moved to approve Board Policy 3002.1 – Superintendent's Contract
    b. Ms. Burt seconded.
    c. Discussion:
        i. Ms. Burt: What about the inclusion of salary and benefits in the contract? Isn't that information made public?
        ii. Ms. Podratz: Correct. The actual approval of the contract has to be done in open session.
    d. 5 AYES (Vela, Burt, Chan, Darrow, Moldenhauer); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

14. *Action:* **Approval of Board Policy 3005.1 – Bonuses, Incentives, & Awards**
    a. Ms. Darrow moved to approve Board Policy 3005.1 – Bonuses, Incentives, & Awards
    b. Ms. Burt seconded.
    c. Discussion:
        i. Ms. Podratz: This policy is new for this Board and is an update for the River Board.
    d. 5 AYES (Darrow, Burt, Chan, Moldehnauer, Vela); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

15. *Action:* **Approval of Board Policy 3008.1 – Evaluation of the Superintendent**
    a. Ms. Burt moved to approve Board Policy 3008.1 – Evaluation of the Superintendent
    b. Ms. Vela seconded.
    c. Discussion:
        i. Ms. Podratz: This is an update on how the evaluation process will work.
        ii. Ms. Chan: The evaluation is due by next month but can be tabled if needed.
        iii. Ms. Burt: We already voted on the Superintendent's salary raise, however, we haven't conducted the performance evaluation.
        iv. Ms. Podratz: Raises are actually considered "step increases". If a staff member is not doing a good job, they are put on a plan to improve their performance.
        v. Ms. Anvari: We have a Position Control System to keep equality within the positions. This is how it is done within the public school system. The reason the Superintendent's evaluation is conducted in September is because we don't have all measurable data from the state until then.
    d. 5 AYES (Burt, Vela, Chan, Darrow, Moldenhauer); 0 NOES; 2 ABSENT (Langille, Mammoth). Motion adopted.

VII. ADJOURNMENT

16. *Action:* **Motion to Adjourn the Meeting**
    a. Ms. Vela moved to adjourn the meeting at 10:44a.m.
    b. Mr. Moldenhauer seconded.
    c. 5 AYES; 0 NOES; 2 ABSENT (Langille, Mammoth) Motion adopted.

IX. NEXT REGULAR MEETING

RETREAT: Thursday, September 11, 2014, 9:00a.m. – 4:00p.m.
Temecula Administrative Offices – 43448 Business Park Drive – Temecula, CA 92590

Beth Burt, Board Secretary

9/11/2014
Date

In compliance with the Americans with Disabilities Act (AB3035; CH 300, Statutes of 2000), if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's governing board, please contact the Administrative Office at (951) 252-8891. Notification by noon on Monday prior to the board meeting (48 hours) will enable the school to make reasonable arrangements to assure accessibility to this meeting. Upon request, the school shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

Members of the public attending a board meeting via teleconference need not give their name when entering the conference call.