EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

September 11, 2014

9:00a.m. – 4:00p.m.

43448 Business Park Drive / Temecula, CA 92590

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.

PRESENT:

Heidi Chan, Chair	Dr. Kathleen Hermsmeyer, Superintendent
Marlene Darrow, Vice Chair	Kyla Shofner, Director of Charter Relations
Beth Burt, Secretary	Amy Podratz, Assistant Supt – Business and Admin Ops
Tracey Vela, Treasurer	Phil Hermsmeyer, Assistant Supt – IT & Facilities
Robin Mammoth, Director	Debbie Daniel, Assistant Supt – Pupil Services
Justin Moldenhauer, Director	Chris Lemke, Director of Guidance & Intake
Donald Langille, Director & District Rep River & Harbor Governing Boards	

1. *Action*: **Call to Order & Pledge of Allegiance**
   a. Board Chair, Ms. Chan called the meeting to order at 9:02a.m.

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

Ms. Vela arrive to the meeting at this time.

3. *Action*: **Approval of Meeting Minutes – August 14, 2014**
   a. **Ms. Burt moved to approve the August 14, 2014 meeting minutes (as amended).**
   b. **Mr. Moldenhauer seconded.**
   c. Discussion:
      i. Ms. Burt requested some clarifying language be added to 7(b) and 11(c)iii.
   d. **6 AYES (Burt, Moldenhauer, Chan, Langille, Mammoth, Vela); 0 NOES; 1 ABSENT (Darrow). 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.

4. *Action*: **Ratification of Personnel Action Report (August) & Warrant Listing (August & Partial June)**
    a. **Ms. Mammoth moved to approve the consent agenda.**
    b. **Ms. Vela seconded.**
    c. **6 AYES (Mammoth, Vela, Burt, Chan, Langille, Moldenhauer); 0 NOES; 1 ABSENT (Darrow). 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.

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

6. *Information:* **BOARD COMMENTS**
    a. Mr. Langille: It's great to be back although I did enjoy my vacation up north.
    b. Ms. Burt: I set in on a Southern California Edison grant meeting which would be a great source for our Robotics team.

Ms. Darrow arrive to the meeting at this time.

    c. Ms. Mammoth: I'm sorry that I missed our last meeting; I was at a leadership conference.
    d. Mr. Moldenhauer inquired about the issue of intellectual property.
    e. Ms. Podratz (responding): We are working out a Memorandum of Understanding (MOU) between OnTrac (which was the private school that we now call Venture Online Academy) as well as an MOU between Empire Springs and Harbor Springs. We hope to report on this at next month's board meeting.
    f. Ms. Darrow: I attended last night's Helendale School District Board meeting with Dr. Hermsmeyer. There were teachers at the meeting which we enjoyed. They have three dependent boards.

IV. STUDENT ACHIEVEMENT

7. *Information*: **Report from the Superintendent**
    a. *See attached report.*

V. BUSINESS

8. *Action*: **Approval of Final Unaudited Actuals 2013/2014**
    a. **Mr. Langille moved to approve the Final Unaudited Actuals 2013/2014.**
    b. **Ms. Burt seconded.**
    c. Discussion:
        i. Ms. Podratz: Empire is doing well which is because you are a Homeschool charter. We are very pleased with the expenditures; your multi-year projections (three year

forecast) are extremely high. You will be seeing the Final Audit at your December board meeting which will give you exactly what you will have in reserves for Year 1.

ii. Ms. Burt: What is the standard for the reserve?

iii. Ms. Podratz: New charters have three years to reach 5%, but the initial target is 3%. Because you do have the resources, we are looking to get additional support resources for the Education Specialists. To be in compliance with SB740, we do have to spend 80% on instruction and not keep our reserves too high.

iv. Ms. Darrow: Have we considered starting a sports program?

v. Ms. Podratz: We don't have enough student participation in one area to get a team started. However, we do have EMH as a vendor which coordinates sports for our families.

vi. Ms. Chan clarified that $720k to $802k by the end of FY 2014/15 and that next year, we'll be adding an additional $80k. Why is it incremental at that point?

vii. Ms. Podratz: It is because of the surplus. The ending balance (17%) comes from dividing net revenues by total expenditures.

d. **7 AYES (Langille, Burt, Chan, Darrow, Mammoth, Moldenhauer, Vela); 0 NOES; 0 ABSENT. Motion adopted.**

9. *Action:* **Approval of Room Rental Agreement with Crossroads Family Life Corporation (12005 Jack Benny Drive / Rancho Cucamonga)**
   a. **Mr. Moldenhauer moved to approve the room rental agreement with Crossroads Family Life Corporation (12005 Jack Benny Drive / Rancho Cucamonga).**
   b. **Ms. Mammoth seconded.**
   c. Discussion:
      i. Mr. Hermsmeyer: This is a new lease; it is not incremental. It is a good start in the San Bernardino area. We've structured the lease as one year for options for renewal. We did this because – frankly, I think we can do better in the area. It's about a nine month process to get into a student center (lease, Conditional Use Permit, internet connectivity). We do have a good rate ($.95/sf); the landlord will be cleaning the building, but we do have the option to cancel that (which would lower the cost to $.80/sf).
      ii. Mr. Hermsmeyer (in response to Ms. Darrow): The existing CUP is at 150 students.
      iii. Dr. Hermsmeyer: Marla Hart is doing a "Bring a Friend to Breakfast" marketing event at the San Bernardino Student Center. Word of mouth continues to be our best marketing.
   d. **7 AYES (Moldenhauer, Mammoth, Burt, Chan, Darrow, Langille, Vela); 0 NOES; 0 ABSENT. Motion adopted.**

VI. CLOSED SESSION – *Called to order at 9:35am.*

10. *Action:* **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
    a. *Title: Superintendent*

VII. OPEN SESSION – *Reconvened at 10:00am.*

11. *Action:* **Public Report of Action Taken in Closed Session in Accordance with Gov Code Section 54957.1/54957.9**
    a. *Action:* **PUBLIC EMPLOYEE PERFORMANCE EVALUATION –** *Title: Superintendent*

i. The Board reviewed the Superintendent's evaluation and concluded that she met expectations. The Board requested that the scope of the evaluation be expanded to include additional items (Leadership, Communication, Job Knowledge, Productivity, Vision) for next year's evaluation.

12. *Action/Activity:* **Discussion/Approval of Board Goals for 2014/15**

- **a. The Board discussed the following as DRAFT Board Goals for 2014/15, but requested additional discussion at the October board meeting:**
  - **i.** Attend at least one professional learning event during the year (e.g. conference, Helendale board meeting, etc.)
  - **ii.** Attend at least one school sponsored event during the year (e.g. SPREE, Graduation, Award Ceremony, Learning Center event, etc.)
  - **iii.** Participate in at least one staff event during the year (e.g. Pechanga, end of year picnic, staff training, etc.)
  - **iv.** Create a Quick Reference Sheet of key charter information for board members

LUNCH 12:15 – 1:00pm

VIII. BOARD RETREAT

13. *Guest Speakers from the California Charter Schools Association:*

- **a. Miles Durfee, Managing Regional Director – Southern California**
- **b. Fatima Cristerna-Adame, Regional Director – Inland Empire**
- **c.** *Who Are We?*
  - i. Advocacy is personal; it comes from values and from who you are
  - ii. **Advocacy = Collective Action**
- **d.** *Who Are You?*
  - i. Marshall Ganz, PhD Sociology (Kennedy School of Government, Harvard)
    1. The Story Self
    2. The Story of Us
    3. The Story of Now
- **e.** *Why Me/You?*
  - i. 1,128 charter schools in 2014
  - ii. 471,501 students enrolled in charter schools (2012/13)
  - iii. 7.59% of students attend charter schools in CA
  - iv. Over 700,000 people (voters!) in CA are directly connected to charter schools
  - v. 6,200 students in all Springs
  - vi. 9,000 parents
    1. How many have Facebook accounts?
    2. How many emails do they send each day?
    3. How many phone calls do they make?
    4. How many baseball/soccer/volleyball games do they attend?
    5. **We are social beings, and our interactions change the world we live in**.
  - vii. AB1531 → would allow the school district to appoint the Boards of charters
- **f.** *What Are Next Steps?*
  - i. Identify issues of importance and needed action
    1. Dream Big
    2. Be Specific

a. Identify a candidate for the Riverside County Board of Education (who understands the value of charter schools and education reform)
b. Get that candidate elected in November 2016

3. Join with others who have a similar dream

g. CCSA's Advocacy Day is May 5, 2015 in Sacramento. (May is right before the revise.)

14. *Action:* **Discussion/Approval of Board Unified Core Values**

a. Ms. Darrow moved to approve the Board Unified Core Values as amended.
b. Mr. Langille seconded.
c. Discussion:
i. Amendments:
1. Integrity: delete 2nd sentence
2. Inspiration: delete 2nd sentence
3. Creativity: delete "only"; combine the last sentence using the joiner "and that"
4. Growth: We are eager to advocate our school model and seek healthy opportunities to expand.

d. 7 AYES (Darrow, Langille, Burt, Chan, Mammoth, Moldenhauer, Vela); 0 NOES; 0 ABSENT. Motion adopted.

15. *Training:* **FERPA**

a. *Mr. Lemke led the Board in their annual FERPA training.*

16. *Information:* **Employee Satisfaction Survey Results 2013/14**

a. *Ms. Anvari presented the Employee Satisfaction Survey Results from 2013/14.*
b. Mr. Chan requested the survey results be broken out by types of employees (teachers, admin, etc.)

IX. ADJOURNMENT

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

a. Mr. Langille moved to adjourn the meeting at 4:28pm, and Ms. Vela seconded.
b. 7 AYES (Langille, Vela, Burt, Chan, Darrow, Mammoth, Moldenhauer); 0 NOES; 0 ABSENT. Motion adopted.

X. NEXT REGULAR MEETING

DEVELOPMENT: Thursday, October 9, 2014, 9:00a.m. – 4:00p.m.
Springs Event Center – 43174 Business Park Drive – Temecula, CA 92590

_____ _____
Beth Burt, Board Secretary 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.