RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

April 14, 2016

12:00 – 4:00p.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:

Jennifer Mejares-Pham, Chair	Kathleen Hermsmeyer, Superintendent
Charlene Ponzio, Vice Chair	Amy Podratz, Asst. Supt Business & Admin Ops
Sheila Ryle, Secretary	Phil Hermsmeyer, Asst. Supt – IT/Facilities
Carl Burke, Treasurer	Tanya Rogers, Director of Business
Stephen Darrow, Director	Linda Rhoads-Parks, Legal Counsel
Jessica Mercer, Director	Natali South, Executive Assistant to the Board
Chuck Vela, Director	

1. **Action: Call to Order & Pledge of Allegiance**
   - Ms. Mejares-Pham called the meeting to order at 12:15p.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
   - Ms. Mercer moved to approve the agenda.
   - Ms. Ponzio seconded.
   - Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
     0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Minutes from March 10, 2016**
   - Mr. Vela moved to approve the Minutes from the March 10, 2016 meeting.
   - Mr. Burke seconded.
   - Discussion: None
   - Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
     0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Consent Agenda:** Warrant Register; Personnel Action Report; Ratify contract with Online Purchasing System (OPS); Ratify contract with OPR Communications – Lou Monville; Ratify consultant agreement with Legacy Group
   - Ms. Mejares-Pham requested the contract items be pulled for discussion.

- Ms. Mercer moved to approve the Warrant Register and PAR.
- Mr. Vela seconded.
- Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
  0 Noes; 0 Absent; Motion Adopted

- Ms. Ryle moved to approve the OPS contract.
- Ms. Mercer seconded.
- Discussion:
  - Ms. Ponzio asked how the OPS contract is calculated.
  - Amy Podratz explained the per-student and per-account breakdown.
- Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
  0 Noes; 0 Absent; Motion Adopted

- Ms. Ryle moved to approve the contract with OPR Communications (Lou Monville).
- Ms. Mercer seconded.
- Discussion:
  - The Board asked questions about Lou Monville's services, and asked how we will measure his efforts and success.
  - Dr. Hermsmeyer explained the scope of Mr. Monville's duties and expectations related to his services.
- Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
  0 Noes; 0 Absent; Motion Adopted

- Mr. Vela moved to approve the Legacy Contract (Larry Slusser).
- Ms. Ryle seconded.
- Discussion:
  - Ms. Mejares-Pham: I thought Larry was terminating his services with Springs.
  - Amy explained that this contract is a ratification for services already rendered, and that if Mr. Slusser's services are needed upon return from his trip abroad that a new agreement will be brought forward for approval.
- Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
  0 Noes; 0 Absent; Motion Adopted

5. **Information: PUBLIC COMMENTS**
   - Kerri Gillette said that she has a new family with a special needs child who is very pleased with the opportunities available through River Springs.

6. **Information: Superintendent's Report with WASC Update**
   - Dr. Hermsmeyer reviewed the Superintendent's Report. The Board discussed the possibilities of a Board retreat to visit our schools' locations, and also potentially to discuss strategy and planning. This idea will be shared with the other Boards.

7. **Information: Bond Update**
   - Phil Hermsmeyer reviewed the Bond Update and answered Board questions.

8. **Action: Approval of Resolution 202.5: Fund 62**
   - Mr. Burke moved to approve Resolution 202.6: Fund 62.
   - Mr. Vela seconded.
   - Discussion: Amy Podratz explained Fund 62 classification.
   - Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
     0 Noes; 0 Absent; Motion Adopted

9. **Discussion/Action: Contracts Policy BP 4001.1**
   - Ms. Ponzio moved to discuss this policy.
   - Ms. Vela seconded.
   - Discussion: Amy Podratz explained the processes in place for contract review and answered questions about specific examples or scenarios. No changes to the policy were requested.
   - Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
     0 Noes; 0 Absent; Motion Adopted

10. **Action: Ratify/Approve Big Will's Security Contract**
    - Ms. Mercer moved to ratify and approve the contract with Big Will's security.
    - Mr. Vela seconded.
    - Discussion:
      - Phil Hermsmeyer explained the services being provided by the security company.
      - Mr. Darrow requested that information regarding insurance coverage be provided.
    - Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
      0 Noes; 0 Absent; Motion Adopted

11. **Action: Ratify/Approve Guardian Eagle Contract**
    - Mr. Darrow moved to ratify the existing contract with an amendment to add hours as deemed necessary by the Director of Facilities.
    - Ms. Ryle seconded.
    - Discussion:
      - Jennifer Mejares-Pham asked if security companies conduct background checks on their employees.
        - Amy Podratz indicated that they do.
      - Mr. Vela asked why we would use a different company rather than just expand the services provided by our current security company.
        - Phil Hermsmeyer indicated that it is his preference to diversify vendors for our own benefit.
      - Mr. Vela asked if the hours are suitable for our needs.
        - Phil Hermsmeyer indicated that he would check to be sure that there is adequate security coverage, and with the Board's approval, will augment hours as necessary.
      - Mr. Darrow indicated that the contract does not specify insurance requirements, and requested that this information be included in future iterations of this contract.

- Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
  0 Noes; 0 Absent; Motion Adopted

12. **CLOSED SESSION**: Entered into at: 2:10 p.m.

Action: Conference with Real Property Negotiator

- Property Negotiation Update: Y-27740
- Property Discussion: O-1901

Information: Public Employee Performance – Board Evaluation

- Title: Assistant Superintendent of Personnel
- Title: Assistant Superintendent of IT/Facilities

13. **OPEN SESSION**: Entered into at: 4:07 p.m.
Action: Public Report of Action Taken in Closed Session in Accordance with Gov Code Section 54957.1/54957.9

Conference with Real Property Negotiator

- Property Negotiation Update: Y-27740
  - No action to report.
- Property Discussion: O-1901
  - The Board authorized staff to pursue lease negotiation with option to purchase.

Public Employee Performance – Board Evaluation

- Title: Assistant Superintendent of Personnel
  - The Board resumed work on the 2014-2015 final employee evaluation, and will complete the evaluation form at the next meeting.
- Title: Assistant Superintendent of IT/Facilities
  - The Board resumed work on the 2014-2015 final employee evaluation, and will complete the evaluation form at the next meeting.

14. **Information: BOARD COMMENTS & AGENDA ITEM REQUESTS**

- Ms. Ryle: We have an amazing administrative staff.
- Ms. Mercer: I appreciate the focus on the safety of our students and the consideration of that in all of our property considerations and current locations. Thank you to staff for working so hard to find the right locations and the best options for our students. I think it would be great to have a way to nominate teachers or students for board recognition.
- Ms. Ponzio: Thanks for the April board meeting. I would love to have a Board retreat in order to see our school sites.
- Mr. Darrow: I learned a lot of charter-specific things at CCSA, and would like to create a library of the resources for Board members to access. There was so much content that would be helpful and interesting for the Board members. I also want to acknowledge that Phil and Kathleen take our comments and suggestions to heart, and I think it's great.
- Mr. Vela: I'm looking forward to the coming year, and feel that we are really establishing a healthy way of working together to accomplish great things. It's exciting!
- Ms. Pham: There is a Chamber mixer in a couple of weeks, and I will send out an invite;

it will be held in the building adjacent to our new Jefferson Admin building. I think it would be a good opportunity for the community to get to know who we are. We might want to encourage our sites to take turns attending a Board meeting.

- Mr. Burke: I have a point of order question. How long can someone with a public comment speak?
  - Our policy allows each person who fills out a card to speak for 5 minutes.
- Future agenda items:
  - After a conference, we should agendize a review/discussion time to share what we learned.
  - We should discuss ways to nominate teachers for special recognition.

15. **Action: Motion to Adjourn the Meeting**
    - Ms. Ponzio moved to adjourn the meeting at 4:20 p.m.
    - Mr. Vela seconded.
    - Vote: 7 Ayes: Mejares-Pham, Ponzio, Burke, Vela, Darrow, Ryle, Mercer
      0 Noes; 0 Absent; Motion Adopted

NEXT REGULAR MEETING

Thursday, May 12, 2016 12:00 p.m. | 43448 Business Park Drive, Temecula, CA 92590

Sheila Ryle, Secretary

5-12-16

Date