RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43448 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

August 10, 2015

2:00 p.m.

45000 Pechanga Parkway, Temecula

Pechanga Casino – Bear Room

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 Chair, Jennifer Mejares-Pham, called the meeting to order and led the Pledge of Allegiance at 1:06 p.m.

PRESENT:

Jennifer Mejares-Pham, Chair	Kathleen Hermsmeyer, Superintendent
Charlene Ponzio, Vice Chair	Amy Podratz, Assistant Supt – Business & Admin Ops
Sheila Ryle, Secretary	Diane Anvari, Assistant Supt - Personnel
Charles Vela, Treasurer	Phil Hermsmeyer, Assistant Supt – IT & Facilities
Carl Burke, Director	Judy Adair, Internship Lead Coordinator
Stephen Darrow, Director	Natali South, Executive Assistant to the Board
Jessica Mercer, Director	Linda Rhoads-Parks, Legal Counsel
	Karl Yoder, Chief Financial Officer

2. Action: **Approval of Agenda**
   a. Ms. Ponzio moved to approve the agenda.
   b. Ms. Ryle seconded.
   c. Discussion:
   d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

3. Action: **Approval of Meeting Minutes – June 11, 2015**
   a. Mr. Vela moved to approve the June 11, 2015 meeting minutes.
   b. Mr. Darrow Vela seconded.
   c. Discussion: None
   d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. 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 Warrant Listing & Personnel Action Report**

5. Action/Activity: **Approval and Completion of Certification of Signatures**

    a. Mr. Darrow moved to approve the Consent Agenda.
    b. Ms. Ryle seconded.
    c. Discussion:
    d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. 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

IV. BUSINESS

7. Action: **Ratify Settlement Agreement with NEOGOV**
    a. Ms. Ponzio moved to ratify the settlement agreement with NEOGOV.
    b. Ms. Mercer seconded.
    c. Discussion:
        i. Diane Anvari provided information regarding the settlement agreement between RSCS and NEOGOV, wherein RSCS will receive a full refund of $34,440 from NEOGOV/HR Cloud as a result of HR Cloud's failure to deliver the product as promised.
    d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

8. Action: **Ratify and Approve Contract with Orange HRM**
    a. Ms. Ryle moved to ratify and approve the contract with Orange HRM.
    b. Ms. Ponzio seconded.
    c. Discussion:
        i. Diane Anvari provided information regarding the services that Orange HRM will provide and the terms of the contract.
        ii. Ms. Ponzio: Has this been reviewed by our legal team?
        iii. Dr. Hermsmeyer it has been reviewed by our IT team, and the ongoing contract is only $7,000. The $77,250 is a one-time set-up and training fee.

iv. Mr. Hermsmeyer provided some explanations regarding the open-source aspects of this product and how it will be used to meet our needs.
v. Mr. Vela: The contract seems limited to me. It allows the program to be downloaded on only one server, which doesn't seem practical to me.
vi. Mr. Hermsmeyer explained how with cloud capability that it is do-able to install it on one server with multiple access points.
vii. Karl Yoder indicated that this is a normal practice in the industry.
viii. Ms. Mejares-Pham: Have you determined what upgrades you would like to make to this system?
ix. Ms. Anvari indicated that we have established which functions we want at the onset, and any future growth will be determined as we get familiar with the system. We will be able to create forms and maintain and update each document as necessary.
x. Mr. Darrow: Have you designated how many employees will be using this system?
xi. Ms. Anvari: Three of our HR staff will have full administrative access. Other employees' access will be based on their needs for the information and the work they do.
xii. Ms. Ponzio: Do we know if other users are happy?
xiii. Ms. Anvari: Yes, we checked references, and their customers are very happy.

d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

9. Action: **Approval of Revised LCAP 2015-2016**
   a. Mr. Burke moved to approve the revised LCAP 2015-2016
   b. Mr. Vela seconded.
   c. Discussion:
      i. Amy Podratz explained the need to submit a revised LCAP.
      ii. Dr. Hermsmeyer indicated that RCOE reviewed our LCAP and commented on how complete and accurate it was. Thanks to Amy and her team.
   d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

10. Action: **Approval of Resolution 202.1: Fund 40**
   a. Mr. Burke moved to approve Resolution 202.1: Fund 40
   b. Ms. Mercer seconded.
   c. Discussion:
      i. Amy Podratz explained Fund 40 and the corresponding Resolution.
      ii. Karl Yoder answered questions from the Board.
   d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

11. Information: **Bond Financing Update**
   a. Phil Hermsmeyer passed out an updated Bond Financing information packet. Our rating came in at BB, which could affect some of our bond financing options.
   b. Board members asked questions regarding the bond, potential concerns if it does not get approved, and alternative options.
   c. Karl Yoder provided additional explanations regarding this process and provided options that are available.

12. Action: **Ratify and Approve Out-of-State Travel**
    a. Ms. Ponzio moved to ratify and approve the out-of-state travel request.
    b. Ms. Vela seconded.
    c. Discussion:
        i. Ms. Anvari described the conference for the Board.
    d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

13. Action: **Approval of Contract with Red Schoolhouse for OARS - 2015-2016**
    a. Mr. Burke moved to approve the contract with Red Schoolhouse for OARS – 2015-2016
    b. Ms. Mercer seconded.
    c. Discussion:
        i. Dr. Hermsmeyer provided a review of the OARS system.
    d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

V. GOVERNANCE

14. Information: **First Reading: Graduation Policy BP 5018.1**
    a. The Board reviewed Graduation Policy, BP 5018.1
        i. Jen Mejares Pham suggested that we consider incorporating a Capstone or Passion Project requirement for graduating students to help them meet the expectation of universities. Another request would be to add a community service requirement.
        ii. Dr. Hermsmeyer indicated that we need to be cautious to be sure that we don't change any requirements that are not specified in our Charter document. We do not want to require something of our students that was not part of our agreed upon charter.

VI. STUDENT ACHIEVEMENT

15. Action: **Approval of submission of the Secondary District Plan and Application for Work Experience Program**
    a. Ms. Ryle moved to approve the submission of the Secondary District Plan and Application for Work Experience Program.
    b. Mr. Vela seconded.
    c. Discussion:
        i. Judy Adair provided the Board with information regarding Secondary District Plan and the WEE application.
    d. 7 AYES (Mejares-Pham, Ponzio, Burke, Darrow, Vela, Ryle, Mercer); 0 NOES; 0 ABSENT. Motion adopted.

VII. COMMUNITY RELATIONS

16. Information: **BOARD COMMENTS**

- **a.** Ms. Mercer: I would like to thank Linda Rhoads-Parks for being able to get 100% of our money back from HR Cloud. Also, to Phil and Diane who worked so hard to find a replacement company.
- **b.** Mr. Burke: Thanks for all of the hard work on the bond. Let's get it done.
- **c.** Ms. Ryle: I want to say that our staff is awesome. They work so hard for our kids. I think we should have a Vendor Day in the fall. Some families may not know in the spring that they will attend our school the following year.
- **d.** Mr. Darrow: I agree with all of the remarks that have already been stated.
- **e.** Mr. Vela: Yes, I ditto the remarks made. Our staff is great. When we ask questions in these meetings, we are not grilling you, we are just trying to our job, and be the best board members we can be.
- **f.** Ms. Ponzio: Thanks to Karl and everyone who is working so hard on our bond.
- **g.** Ms. Mejares-Pham: I would like to remind everyone that our next meeting will have elections to board positions and subcommittees. Give some thought to who you would like to nominate. Diane, can you explain the teacher pay scale regarding a teacher that is new to us, but has years' of experience? Where would they land on our pay scale?
    - **i.** Diane explained that we give a maximum of five years' credit for previous experience, which is standard in the industry.

VIII. ADJOURNMENT

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

- **a.** Mr. Darrow moved to adjourn the meeting at 3:52 p.m.
- **b.** Mr. Burke seconded.
- **c.** Discussion: None
- **d.** 7 AYES (Mejares-Pham, Ponzio, Ryle, Burke, Darrow, Mercer, Vela); 0 NOES; 0 ABSENT. Motion adopted.

IX. NEXT REGULAR MEETING

Thursday, September 10, 2015, 12:00p.m. 43448 Business Park Drive, Temecula, Ca 92590

Sheila Ryle, Secretary

8/24/15
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.