RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

12:00 p.m.

December 8, 2016

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:

Charlene Ponzio, Chair	Kathleen Hermsmeyer, Superintendent
Carl Burke, Vice Chair	Amy Podratz, Asst. Supt. of Operations
Chuck Vela, Secretary	Tanya Rogers, Asst. Supt. of Business
Stephen Darrow, Treasurer 12:20	Natali South, Director of Executive Support
Jessica Mercer, Director	Linda Rhoads-Parks, Legal Counsel
Jennifer Mejares-Pham, Director 12:08	Phil Hermsmeyer, Asst. Supt. of IT/Facilities
Sheila Ryle, Director	Dr. Peter Alvino, Interim Asst. Supt. of Pupil Services

1. Action: Call to Order & Pledge of Allegiance
   - Ms. Ponzio called the meeting to order at 12:03 p.m. and led the Pledge of Allegiance.

2. Action: Revision of Agenda
   - Ms. Ponzio moved to revise the agenda adding property updates to Closed Session.
   - Ms. Mercer seconded.
   - Vote: 5 Ayes: Ponzio, Burke, Vela, Ryle, Mercer
     0 Noes; 2 Absent: Darrow, Mejares-Pham. Motion Adopted

   Action: Approval of Agenda
   - Ms. Ryle moved to approve the agenda as revised.
   - Ms. Mercer seconded.
   - Vote: 5 Ayes: Ponzio, Burke, Vela, Ryle, Mercer
     0 Noes; 2 Absent: Darrow, Mejares-Pham. Motion Adopted

3. Action: Approval of Minutes from October 20, 2016
   - Ms. Ryle moved to approve the Minutes from the October 20, 2016 meeting.
   - Mr. Burke seconded
   - Vote: 5 Ayes: Ponzio, Burke, Vela, Ryle, Mercer
     0 Noes; 2 Absent: Darrow, Mejares-Pham. Motion Adopted

4. Action: Approval of Consent Agenda:
   1. Personnel Action Report: Sept, Oct, and Nov. 2016
   2. Warrant Registers - Oct, and Nov. 2016
   3. Kolibrien Contract – Phase I
   4. Kolibrien Contract – Phase 2
   - Mr. Burke moved to remove items 3 and 4 from the Consent Agenda for consideration and discussion during Action items. Additionally, he requested that the two items be discussed as a single item. (Item 17 below).
   - Mr. Vela seconded.
   - Vote: 6 Ayes: Ponzio, Burke, Vela, Ryle, Mercer, Mejares-Pham
     0 Noes; 1 Absent: Darrow. Motion Adopted

5. Information: PUBLIC COMMENTS
   - None

6. Presentation: Recognition of Student Achievement
   - Dr. Hermsmeyer presented a certificate of achievement to Max Chan for achieving the designation as a Commended Student with the National Honor Society. Mira Larsen was also acknowledged for this achievement, however, due to her attendance at the London Ballet School, she was unable to attend the meeting.

7. Information: Superintendent's Report
   - Dr. Hermsmeyer reviewed the Superintendent's Report and provided network-wide updates. Amy Podratz provided an enrollment update, and Dr. Hermsmeyer described an on-going mid-year enrollment campaign. An update was given on the Out of District – In County (ODIC) situation and our response with State waivers, and submission of petitions to local districts.

8. Information: Bond Update
   - Tanya Rogers provided an update regarding the Bond and related projects.

9. Information: Program Improvement Discussion
   - Amy Podratz reviewed our Program Improvement status and described the remaining responsibilities. The State is creating a new accountability process.

10. Action: Approval of Memorandum of Understanding between Charters
    - Ms. Mejares-Pham moved to approve the MOU between Charters.
    - Ms. Ryle seconded.
    - Discussion: Amy Podratz provided an overview of the MOU and explained that the document is consistent through all 4 charters.
    - Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
      0 Noes; 0 Absent. Motion Adopted

11. Action: Approval of Donation Report
    - Mr. Burke moved to approve the Donation Report.
    - Ms. Ryle seconded.

- Discussion: Amy Podratz reviewed the process for donating obsolete items. The Board requested that future reports contain an approximate value of the total donation.
- Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
  0 Noes; 0 Absent. Motion Adopted

12. Action: Approval and Completion of Certificate of Signatures
    - Ms. Mejares-Pham moved to approve and complete the Certificate of Signatures.
    - Mr. Burke seconded.
    - Discussion: The Board signed the Certificate of Signatures as required.
    - Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
      0 Noes; 0 Absent. Motion Adopted

13. Action: Approval of 1st Interim Budget Report
    - Ms. Mercer moved to approve the 1st Interim Budget Report
    - Ms. Mejares-Pham seconded.
    - Discussion: Tanya Rogers reviewed the 1st Interim Budget Report and answered questions raised by Board members. Additional information will be provided at the next meeting.
    - Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
      0 Noes; 0 Absent. Motion Adopted

14. Action: Approval of Audit Report
    - Ms. Mejares-Pham moved to approve the Audit Report
    - Ms. Ryle seconded.
    - Discussion: Tanya Rogers reviewed the Audit Report which reflected a clean audit with no findings.
    - Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
      0 Noes; 0 Absent. Motion Adopted

15. Action: Approval of Amendment to the Chicago Ave. Lease
    - Ms. Ryle moved to approve the Amendment to the Chicago Ave. lease.
    - Ms. Mercer seconded.
    - Discussion: Phil Hermsmeyer explained items covered by the lease amendment including roof repairs.
    - Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
      0 Noes; 0 Absent. Motion Adopted

16. Action: Approval of the Foam Bond Contract for Pathfinder
    - Mr. Burke moved to approve the Foam Bond Contract for Pathfinder.
    - Mr. Vela seconded.
    - Discussion: Phil Hermsmeyer explained the need for roof repairs at Pathfinder and explained why this vendor was selected.
    - Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
      0 Noes; 0 Absent. Motion Adopted

17. Action: Ratification of Kolibrien Contract – Phase 1 & 2 (pulled from Consent)
    - Ms. Mejares-Pham moved to ratify the Kolibrien Contract – Phase 1 & 2

- Mr. Vela seconded.
- Discussion: The Board asked why the contract was split into Phase 1 & 2 rather than being combined as a single complete contract. Phil Hermsmeyer explained that due to requirements set forth by the City of Jurupa, the decision was made to split it into phases with limits to prevent or minimize overruns along the way.
- Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
  0 Noes; 0 Absent. Motion Adopted

18. **CLOSED SESSION**: Entered into at 2:05 p.m.

Action: Conference with Real Property Negotiator

- Property: A46-81840
- Property: WE-1909
- Property: N-26800

Action: Public Employee Performance Appraisal

- Dr. Hermsmeyer 2015-16 Final Evaluation

19. **OPEN SESSION**: Entered into at: 3:20 p.m.
Action: Public Report of Action Taken in Closed Session in Accordance with Gov Code Section 54957.1/54957.9

Action: Conference with Real Property Negotiator

- Property: A46-81840: No Action to Report
- Property: WE-1909: No Action to Report
- Property: N-26800: No Action to Report

Action: Public Employee Performance Appraisal

- Dr. Hermsmeyer 2015-16 Final Evaluation: The Board reviewed the subcommittee's 2015-16 final evaluation with the Superintendent

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

- Ms. Ryle: Thanks to the subcommittee for a great evaluation of the Superintendent. Merry Christmas and Happy Holidays to all.
- Mr. Vela: I want to acknowledge Kathleen and her hard work that resulted on a great evaluation. This represents many areas of effort and expertise.
- Stephen Darrow: I agree; it would be difficult to replace Kathleen!
- Ms. Mejares-Pham: I love the new PR brochure. I am concerned that student's last names are listed; I have a safety concern about that.
- Ms. Ponzio: My sympathies to Jen at the loss at her mother-in-law. Good luck to Tanya and Kathleen as they present at CSDC tomorrow. Merry Christmas to all!

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

- Ms. Ryle moved to adjourn the meeting at 3:30 p.m.
- Mr. Vela seconded.
- Vote: 7 Ayes: Ponzio, Burke, Vela, Darrow, Ryle, Mercer, Mejares-Pham
  0 Noes; 0 Absent. Motion Adopted

NEXT REGULAR MEETING

February 16, 2017 | 43448 Business Park Drive, Temecula, CA 92590

Chuck Vela, Secretary

2/16/17

Date