RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

March 13, 2014

12:15 – 3:00p.m.

43448 Business Park Drive / Temecula, CA 92590

Conference Line (267) 507-0370 / Code: 000012#*

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, Ms. Darrow, called the meeting to order at 12:23p.m.

PRESENT:

Marlene Darrow, Board Chair	Amy Podratz, Assistant Superintendent – Business & Admin Ops
Jennifer Mejares Pham, Board Vice Chair	Vivian Price, Assistant Superintendent – Education
Robin Mammoth, Board Secretary	Debbie Daniel, Assistant Superintendent – Pupil Services
Pamela Ellard, Board Parliamentarian	Phil Hermsmeyer, Assistant Superintendent – Facilities & IT
Charlene Ponzio, Board Treasurer	Catherine Hanson, Director of Keys College & Career Prep
Sheila Ryle, Board Director	Chris Lemke, Director of Guidance & Intake
Linda Rhoads Parks, Esq., Legal Counsel	Cheryl Smallman, Intake Advisor
Dr. Kathleen Hermsmeyer, Superintendent	
Kyla Shofner, Director of Charter Relations	

2. *Action*: **Approval of Agenda**
   - **a.** Ms. Mejares Pham moved to approve the agenda. Ms. Ponzio seconded.
   - **b.** Discussion:
     - **i.** Ms. Mammoth moved to amend the prior motion to move closed session before the governance session. Ms. Mejares Pham seconded.
   - **c.** 5 AYES (Mammoth, Mejares Pham, Darrow, Ellard, Ponzio); 0 NOES; 1 ABSENT (Ryle). Motion adopted.

3. *Action*: **Approval of Meeting Minutes – February 13, 2014**
   - **a.** Ms. Mammoth moved to approve the February 13, 2014 meeting minutes. Ms. Mejares Pham seconded.
   - **b.** Discussion: None
   - **c.** 5 AYES (Mammoth, Mejares Pham, Darrow, Ellard, Ponzio); 0 NOES; 1 ABSENT (Ryle). Motion adopted.

II. CONSENT AGENDA

Consent agenda items are considered routine and may be enacted by a single motion. Any Board Director 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 the motion of a Board Director, followed by a second and majority vote.

4. *Action*: **Ratification of Warrant Listing & Personnel Action Report (February)**
5. *Action*: **Approval of Revised 2014-15 Attendance & 185 Credentialed Staff Calendar**
    a. Ms. Mammoth moved to approve the consent agenda. Ms. Ponzio seconded.
    b. 6 AYES (Mammoth, Ponzio, Darrow, Ellard, Mejares Pham); 0 NOES; 1 ABSENT (Ryle). 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. Ms. Ellard: I attended yesterday's Riverside County Board of Education (RCBE) meeting. I want to thank the staff who did such a great job.
    b. Ms. Darrow: I also attended yesterday's RCBE meeting, and I agree our staff did a great job.
    c. Ms. Ponzio: Thank you to our staff for setting everything up for the California Charter Schools Association (CCSA) Conference. It was time very well spent. I really enjoyed the presentations and the time collaborating with other board members and staff.
    d. Ms. Mejares Pham: I just got chosen as "Top 40 Under 40 for Riverside County." Also, is there any way we can make a policy or procedure where we actually share the information following a conference?
    e. Dr. Hermsmeyer: For many conferences, I have prepared a Google document where all conference attendees can input their session information.
    f. Ms. Mejares Pham: Please remember to add approval of the out-of-state travel for the June National Charter Schools Association Conference in Las Vegas to the May board agenda.

IV. STUDENT ACHIEVEMENT

8. *Information*: **Report from the Superintendent (Includes WASC Action Plan Update)**
    a. *See attached report.*
    b. Dr. Hermsmeyer: The City of Temecula has approved our Temporary Use Permit (TUP) at Lyndie Lane in Temecula, so now we can proceed with all deliberate haste with the court-appointed receiver for the property. The receipt of a TUP does not guarantee that the city will follow up with a Conditional Use Permit (CUP), but we are two for two on previous attempts. The city's next step is a traffic and parking survey of the Lyndie Lane site. We should have the results in a few weeks.
    c. Congratulations to the Temecula Student Center's Cyborg Zombies for winning the Inland Empire Regional Competition Gracious Professionalism Award!

d. (CURRICULUM UPDATE) The instructional Support Department is working on a curriculum that will replace our current Boxed Set Curriculum Guides. We are ensuring that the guides are mission-aligned and integrated across subject areas. We will be implementing these new modules through Canvas (rather than Moodle), which allows the student to upload their assignment directly through Canvas. The student can also record their voice or even a personal video as their assignment. Canvas is compatible with ST Math.

Ms. Ryle arrived to the meeting at this time.

e. (SCHOOL CULTURE UPDATE) I just participated in a Socratic seminar with River Springs 12th graders – the first class who will be graduating as part of the Real World cohort.

9. *Action:* **Approval of Common Core Expenditures**

- **a.** Ms. Ellard moved to approve the Common Core Expenditures. Ms. Ryle seconded.
- **b.** Discussion: None
- **c.** 6 AYES (Ellard, Ryle, Darrow, Mammoth, Mejares Pham, Ponzio); 0 NOES; 0 ABSENT. Motion adopted.

V. BUSINESS

10. *Action*: **Approval of 2nd Interim 2013-14 Budget**

- **a.** Ms. Ryle moved to approve the 2nd Interim 2013-14 Budget. Ms. Mammoth seconded.
- **b.** Discussion: None
- **c.** 6 AYES (Ryle, Mammoth, Darrow, Ellard, Mejares Pham, Ponzio); 0 NOES; 0 ABSENT. Motion adopted.

11. *Action:* **Approval of 2013-14 Auditor**

- **a.** Ms. Mejares Pham moved to approve Feddersen & Company as the 2013-14 Auditor. Ms. Mammoth seconded.
- **b.** Discussion: None
- **c.** 6 AYES (Mejares Pham, Mammoth, Darrow, Ellard, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

VI. GOVERNANCE

12. *Action:* **Completion of Statement of Economic Interests Form 700**

- **a.** Ms. Mammoth moved to approve the completion of the Statement of Economic Interests Form 700 for all Board Directors. Ms. Ellard seconded.
- **b.** Discussion:
  - **i.** If the Board has any specific questions regarding the completion of their Form 700s, feel free to contact Linda Parks.
- **c.** 6 AYES (Mammoth, Ellard, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

13. *Action:* **Approval of Revised Board Policy 7003.1 – Conflict of Interest Code**

- **a.** Ms. Mejares Pham moved to approve the revised Board Policy 7003.1 – Conflict of Interest Code. Ms. Ellard seconded.

b. Discussion:
  - **i.** Ms. Parks suggested changing the word "County" to "Jurisdiction" to be compliant with the Fair Political Practices Commission.
  - **ii.** Ms. Mejares Pham moved to approve Board Policy 7003.1 – Conflict of Interest Code as amended. Ms. Ellard seconded.

c. 6 AYES (Mejares Pham, Ellard, Darrow, Mammoth, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

14. *Action:* **Approval of Revised Board Policy 4003.1 – Financial Reports and Accountability**

a. Ms. Ellard moved to approve the revised Board Policy 4003.1 – Financial Reports and Accountability. Ms. Mammoth seconded.

b. Discussion: None

c. 6 AYES (Ellard, Mammoth, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

15. *Action:* **Approval of Appointment(s) to Board Evaluation Committees for 2013-14**

a. Ms. Mejares Pham moved to appoint Ms. Ponzio and Ms. Ryle (in addition to Ms. Mammoth) to serve on the Board Evaluation Committees for the Assistant Superintendent of Personnel and the Assistant Superintendent of Facilities & IT for 2013-14. Ms. Ryle seconded.

b. Discussion:
  - **i.** Ms. Ellard suggested appointing three board directors to all board evaluation committees.
  - **ii.** Ms. Ellard inquired as to why the Assistant Superintendent of Personnel and Assistant Superintendent of Facilities and IT had not been moved to the new charters as originally planned.
  - **iii.** Ms. Podratz: The Public Employee Retirement Systems (PERS) is not yet approved for the new schools, so both of the Assistant Superintendent are still under River Springs Charter School so that their pensions are not at stake.

c. 6 AYES (Mejares Pham, Ryle, Darrow, Ellard, Mammoth, Ponzio); 0 NOES; 0 ABSENT. Motion adopted.

16. *Action:* **Approval of Board Policy 5014.1 – Document Retention and Destruction**

a. Ms. Ellard moved to approve the Board Policy 5014.1 – Document Retention and Destruction. Ms. Mejares Pham seconded.

b. Discussion: None

c. 6 AYES (Ellard, Mejares Pham, Darrow, Mammoth, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

17. *Action:* **Approval of Revised Board Policy 5009.1 – CAHSEE Testing and Students with Disabilities**

a. Ms. Ellard moved to approve the Revised Board Policy 5009.1 – CAHSEE Testing and Students with Disabilities. Ms. Mammoth seconded.

b. Discussion:
  - **i.** Ms. Parks: This policy has just been updated so that waivers do not need board approval.
  - **ii.** Ms. Podratz clarified that students are required to attempt the CAHSEE once in 10th grade, two times in 11th grade, and three times in 12th grade.

c. 6 AYES (Ellard, Mammoth, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

Ms. Mammoth left the meeting at this time.

18. *Training:* **Intake Process**

- **a.** *See attached training.*
- **b.** Cheryl Smallman, Intake Advisor, presented a training for the River Springs Charter School Board of Directors regarding the Intake Process.

19. *Training:* **High School Advisement**

- **a.** *See attached training.*
- **b.** Chris Lemke, Director of Guidance and Intake, presented a training for the River Springs Charter School Board of Directors regarding High School Advisement.

20. *Training:* **FERPA**

- **a.** *See attached training.*
- **b.** Chris Lemke, Director of Guidance and Intake, presented a training for the River Springs Charter School Board of Directors regarding FERPA.

21. *Training:* **504**

- **a.** *See attached training.*
- **b.** Chris Lemke, Director of Guidance and Intake, presented a training for the River Springs Charter School Board of Directors regarding 504.

VII. CLOSED SESSION – *Called to order at 12:58p.m.*

******AGENDA AMENDED TO MOVE CLOSED SESSION BEFORE AGENDA ITEM 12******

22. *Action:* **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** (Subdivision (a) of Section 54956.9) Case # INC 1301820

23. *Action:* **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

- **a.** Property: Magnolia Student Center Replacement
- **b.** Property: iShine Student Center Replacement
- **c.** Property: Palm Street Student Center Replacement

VIII. OPEN SESSION – *Reconvened at 1:39p.m.*

24. *Action:* **Public Report of Action Taken in Closed Session in Accordance with Gov Code Section 54957.1/54957.9**

22. *Action:* ***CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION*** *(Subdivision (a) of Section 54956.9) Case # INC 1301820*

- *a. No action to report*

23. *Action:* ***CONFERENCE WITH REAL PROPERTY NEGOTIATOR***

- *a. Property: Magnolia Student Center Replacement*
  - *i. No action to report*
- *b. Property: iShine Student Center Replacement*
  - *i. The Board instructed Mr. Hermsmeyer to extend the feasibility study for another 30 days.*
- *c. Property: Palm Street Student Center Replacement*
  - *i. No action to report*

IX. ADJOURNMENT

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

a. Ms. Ellard moved to adjourn the meeting at 3:25pm. Ms. Ryle seconded. 6 AYES (Ellard, Ryle, Darrow, Mammoth, Mejares Pham, Ponzio); 0 NOES; 0 ABSENT. Motion adopted.

X. NEXT REGULAR MEETING

Thursday, May 15, 2014, 12:00 – 3:00p.m.

Temecula Administrative Offices – Executive Conference Room – 43448 Business Park Drive / Temecula 92590

Robin Mammoth — 4/17/14

Robin Mammoth, 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 charter school's governing board, please contact the Administrative Office at (951) 252-8891. Notification by noon on Tuesday 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.