RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

June 12, 2014
1:00 – 4:25p.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.

1. *Action*: **Call to Order & Pledge of Allegiance**
   a. Board Chair, Ms. Darrow, called the meeting to order at 12:49p.m.

PRESENT:

Marlene Darrow, Board Chair	Amy Podratz, Assistant Superintendent – Business & Admin Ops
Jennifer Mejares Pham, Board Vice Chair	Debbie Essel, Assistant Superintendent – Education
Robin Mammoth, Board Secretary	Debbie Daniel, Assistant Superintendent – Pupil Services
Pamela Ellard, Board Parliamentarian	Diane Anvari, Assistant Superintendent – Personnel
Charlene Ponzio, Board Treasurer	Vondella McCombs, Springs Charter Schools Board Secretary
Sheila Ryle, Board Director	Catherine Hanson, Keys Director
Linda Rhoads Parks, Esq., Legal Counsel	Bernadette Oakley, Community Member
Dr. Kathleen Hermsmeyer, Superintendent	Carl Burke, Community Member
Kyla Shofner, Director of Charter Relations	Charles Vela, Community Member
Amy Podratz, Assistant Superintendent – Business & Admin Ops	Cheryl LaCount, Community Member
	Kevin Ogden, Community Member
Debbie Essel, Assistant Superintendent – Education	Kristin Walker, Community Member
	Stephen Darrow, Community Member

2. *Action*: **Approval of Agenda**
   a. **Ms. Ryle moved to approve the agenda.**
   b. **Ms. Mammoth seconded.**
   c. Discussion: None
   d. **6 AYES (Ryle, Mammoth, Ellard, Darrow, Mejares Pham, Ponzio); 0 NOES; 0 ABSENT. Motion adopted.**

3. *Action*: **Approval of Meeting Minutes – May 15, 2014**
   a. **Ms. Ponzio moved to approve the May 15, 2014 meeting minutes.**
   b. **Ms. Mejares Pham seconded.**
   c. Discussion: None
   d. **6 AYES (Ponzio, Mejares Pham, Ellard, Darrow, Mammoth, Ryle); 0 NOES; 0 ABSENT. 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 (May)**
5. *Action:* **Ratification of Agreement with Delta Managed Solutions for 2014-2015**
6. *Action:* **Approval of Revised Board Policy 7002.1 – Board Staff Communication**
7. *Action:* **Approval Revised Board Policy 2001.1 – Uniform Complaint Procedures**
8. *Action:* **Approval of Board Policy 4008.1 – Debt**
9. *Action:* **Approval of Board Policy 4009.1 – Accounting**
10. *Action:* **Approval of Education Protection Account (EPA) Final Expenditures (2013-2014)**
11. *Action:* **Approval of Education Protection Account (EPA) Spending Plan (2014-2015)**
12. *Action:* **Approval of Title I & Title III Final Expenditures (2013-2014)**
    a. **Ms. Mejares Pham moved to approve the consent agenda.**
    b. **Ms. Ryle seconded.**
    c. **6 AYES (Mejares Pham, Ryle, Ellard, Darrow, Mammoth, Ponzio); 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.

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

14. *Information:* **BOARD COMMENTS**
    a. Ms. Ryle: I would like to thank Ms. Shofner for her help with the Evaluation Committee.
    b. Ms. Ponzio: I would like to thank Ms. Ryle for taking the lead on the Evaluation Committee and for Ms. Shofner for her assistance with the Evaluation Committee process. I would also like to wish our departing board directors a warm farewell.
    c. Ms. Mejares Pham: Thank you to all of our departing board directors for your service on the River Springs Board. We will see you at our combined board meetings! I would like to suggest that we place a liaison from the Empire and Harbor Boards to serve on the Springs Board (if that is a possibility).
    d. Ms. Darrow: I have enjoyed serving on the River Board these past five years and will miss River Springs, but I look forward to continuing my serving next school year on the Empire Board.
    e. Ms. Ellard: I am so blessed to be a part of this organization. I will miss being a part of River but very thankful to be able to continue with Harbor.

15. *Discussion:* **Board Interview with Bernadette Oakley**
16. *Discussion:* **Board Interview with Carl Burke**
17. *Discussion:* **Board Interview with Charles Vela**
18. *Discussion:* **Board Interview with Cheryl LaCount**
19. *Discussion:* **Board Interview with Kevin Ogden**
20. *Discussion:* **Board Interview with Kristin Walker**
21. *Discussion:* **Board Interview with Stephen Darrow**

IV. CLOSED SESSION – *Called to order at 2:10p.m.*

22. *Action:* **Consideration of the Appointment of Board Directors Pursuant to Gov Code Section 54957**

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

- **a.** Property: 4020 Jefferson / Riverside, CA 92504
- **b.** Property: 42145 Lyndie Lane / Temecula, CA 92591

24. *Action:* **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** *Title:* Assistant Superintendent of Facilities & IT

25. *Action:* **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** *Title:* Assistant Superintendent of Personnel

V. OPEN SESSION – *Reconvened at 3:24p.m.*

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

22. Action: **Consideration of the Appointment of Board Directors Pursuant to Gov Code Section 54957**

- ***a. The Board voted to elect***
  - ***i. <u>Kevin Ogden</u> to complete Robin Mammoth's term (expiring June 30, 2015) – being then eligible for two (2) full terms of three (3) years each.***
  - ***ii. <u>Carl Burke</u> to complete Pamela Ellard's term (expiring June 30, 2015) – being then eligible for two (2) full terms of three (3) years each.***
  - ***iii. <u>Charles "Chuck" Vela</u> to complete Marlene Darrow's term (expiring June 30, 2015) – being then eligible for two (2) full terms of three (3) years each.***
  - ***iv. <u>Stephen Darrow</u> to assume the open position.***

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

- ***a.*** Property: 4020 Jefferson / Riverside, CA 92504
  - ***i. No action to report***
- ***b.*** Property: 42145 Lyndie Lane / Temecula, CA 92591
  - ***i. No action to report***

24. Action: **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

- ***a.*** Title: Assistant Superintendent of Facilities & IT
  - ***i. The Board voted to accept the evaluation of the Assistant Superintendent of Personnel.***

25. Action: **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

- ***a.*** Title: Assistant Superintendent of Personnel
  - ***i. The Board voted to accept the evaluation of the Assistant Superintendent of Personnel.***

27. *Action:* **Election of Board Directors to Four (4) Open Positions (Fiscal Year 2014-15)**

- **a.** *See above report out from Closed Session (26 → 22a.[i-iv]).*

VI. STUDENT ACHIEVEMENT

28. *Information*: **Report from the Superintendent (Includes WASC Action Plan Update)**

- **a.** *See attached Report from the Superintendent.*

29. *Action:* **Approval of Local Control Accountability Plan (LCAP)**

a. **Ms. Ellard moved to approve the Local Control Accountability Plan (LCAP).**
b. **Ms. Mammoth seconded.**
c. Discussion: None
d. **6 AYES (Ellard, Mammoth, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

VII. BUSINESS

30. *Action*: **Approval of Final July 1, 2014-15 Budget**

a. **Ms. Mejares Pham moved to approve the Final July 1, 2014-15 Budget.**
b. **Ms. Ponzio seconded.**
c. Discussion:
    a. Ms. Podratz discussed details of the Final July 1, 2014-15 Budget.
    b. Ms. Podratz (in response to a question from Ms. Mammoth): About 80% of our 12% reserve is assets. In other words, we do not have a large cash reserve.
d. **6 AYES (Mejares Pham, Ponzio, Ellard, Darrow, Mammoth, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

31. *Action:* **Approval of Memorandum of Understanding with Empire Springs Charter School**

a. **Ms. Mejares Pham moved to approve the Memorandum of Understanding with Empire Springs Charter School.**
b. **Ms. Ponzio seconded.**
c. Discussion: None
d. **6 AYES (Mejares Pham, Ponzio, Ellard, Darrow, Mammoth, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

32. *Action:* **Approval of Memorandum of Understanding with Harbor Springs Charter School**

a. **Ms. Ponzio moved to approve the Memorandum of Understanding with Harbor Springs Charter School.**
b. **Ms. Mammoth seconded.**
c. Discussion: None
d. **6 AYES (Ponzio, Mammoth, Ellard, Darrow, Mejares Pham, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

33. *Action:* **Approval of Memorandum of Understanding with Springs Charter Schools**

a. **Ms. Ellard moved to approve the Memorandum of Understanding with Springs Charter Schools.**
b. **Ms. Mammoth seconded.**
c. Discussion: None
d. **6 AYES (Ellard, Mammoth, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

34. *Action:* **Approval of Out-of-state Travel to Atlanta, GA for Stephanie Parshall (ISTE Conference / June 27-July 1, 2014)**

a. **Ms. Mammoth moved to approve the Out-of-state Travel to Atlanta, GA for Stephanie Parshall (ISTE Conference / June 27-July 1, 2014).**
b. **Ms. Mejares Pham seconded.**
c. Discussion: None
d. **6 AYES (Mammoth, Mejares Pham, Ellard, Darrow, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

35. *Action:* **Approval of Out-of-State Travel to Park City, UT For Stephanie Parshall, Jennifer Walker, Lisa Del Pizzo, and Dammon Copley (InstructureCon / June 17-19, 2014)**

- **a. Ms. Mammoth moved to approve the Out-of-state to Park City, UT for Stephanie Parshall, Jennifer Walker, Lisa Del Pizzo, and Dammon Copley (InstructureCon / June 17-19, 2014).**
- **b. Ms. Ponzio seconded.**
- **c.** Discussion:
  - **a.** Ms. Ellard: I think it is very wise to take so many different staff from different backgrounds to this conference.
- **d. 6 AYES (Mammoth, Ponzio, Ellard, Darrow, Mejares Pham, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

36. *Action:* **Approval of Out-of-state Travel to Boston, MA for Philip Hermsmeyer (Marketing Tech Conference / August 19-20, 2014)**

- **a. Ms. Ryle moved to approve the Out-of-state to Boston, MA for Philip Hermsmeyer (Marketing Tech Conference / August 19-20, 2014).**
- **b. Ms. Ellard seconded.**
- **c.** Discussion: None
- **d. 6 AYES (Ryle, Ellard, Darrow, Mammoth, Mejares Pham, Ponzio); 0 NOES; 0 ABSENT. Motion adopted.**

VIII. GOVERNANCE

37. *Action:* **Approval Revised Board Policy 3010.1 – Volunteers**

- **a. Ms. Mammoth moved to approve Board Policy 3010.1 – Volunteers.**
- **b. Ms. Ellard seconded.**
- **c.** Discussion:
  - **a.** Dr. Hermsmeyer: We will be adding under "DEFINITIONS: Volunteers" that a volunteer is defined as an individual 18 years and older.
- **d. 6 AYES (Mammoth, Ellard, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

38. *Action:* **Authorize Staff to Investigate Logistics of Forming Partnership with Temecula Theater Foundation**

- **a. Ms. Ellard moved to authorize staff to investigate the logistics of forming a partnership with the Temecula Theater Foundation.**
- **b. Ms. Ryle seconded.**
- **c.** Discussion:
  - **a.** The Board requested follow-up from staff on this before finalizing any contracts.
- **d. Ms. Mejares Pham moved to authorize staff to investigate the logistics of forming a partnership with the Temecula Theater Foundation with results being reported back to the Board before finalizing the contract.**
- **e. Ms. Ellard seconded.**
- **f. 6 AYES (Mejares Pham, Ellard, Darrow, Mammoth, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

39. *Information:* **Year in Review – Summary of Data Reports & Trainings (2013-2014)**

- **a.** *See attached Year in Review from 2013-2014.*

X. ADJOURNMENT

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

a. **Ms. Ryle moved and Ms. Mammoth seconded to adjourn the meeting at 4:12p.m.**
b. **6 AYES (Ryle, Mammoth, Ellard, Darrow, Mejares Pham, Ponzio); 0 NOES; 0 ABSENT. Motion adopted.**

X. NEXT REGULAR MEETING

Thursday, August 14, 2014, 1:00 – 4:00p.m.

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

Jennifer Mejares Pham, Board Vice Chair

7/10/14
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.