RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

September 11, 2014

9:00a.m. – 4:00p.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.

PRESENT:

Jennifer Mejares Pham, Chair	Kathleen Hermsmeyer, Superintendent
Charlene Ponzio, Vice Chair	Kyla Shofner, Director of Charter Relations
Sheila Ryle, Secretary	Phil Hermsmeyer, Assistant Supt – IT & Facilities
Charles Vela, Treasurer	Amy Podratz, Assistant Supt – Business and Admin Ops
Carl Burke, Director	Diane Anvari, Assistant Supt – Human Resources
Stephen Darrow, Director	Chris Lemke, Director of Guidance & Intake
Empire & Harbor Governing Boards	

1. *Action/Activity:* **Discussion/Approval of Board Goals for 2014/15**
    a. **The Board discussed the following as DRAFT Board Goals for 2014/15, but requested additional discussion at the October board meeting:**
        i. Financial Security
        ii. Marketing, Branding & PR: Our goal is to have the highest reputation broadly understood within the defined communities that we serve.
        iii. Clearly define "our future communities" (geography/population/programs)
        iv. Increase green alternatives
        v. Define growth for River Springs
            1. Buildings
            2. Franchise goals defined
            3. What are the boundaries? Let's grow within them.

2. *Action*: **Call to Order & Pledge of Allegiance**
    a. Board Chair, Ms. Mejares Pham called the meeting to order at 9:00a.m.

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

4. *Action*: **Approval of Meeting Minutes – August 14, 2014**
    a. **Ms. Ponzio moved to approve the August 14, 2014 meeting minutes.**
    b. **Ms. Ryle seconded.**
    c. Discussion: None
    d. **6 AYES (Ponzio, Ryle, Burke, Darrow, Mejares Pham, Vela); 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.

5. *Action*: **Ratification of Warrant Listing & Personnel Action Report (August)**
6. *Action:* **Approval of ST Math Subscription Expense for 2014/15 (MIND Research Institute)**
    a. **Mr. Darrow moved to approve the consent agenda.**
    b. **Mr. Burke seconded.**
    c. **6 AYES (Darrow, Burke, Mejares Pham, Ponzio, Ryle, Vela); 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.

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

8. *Information:* **BOARD COMMENTS**
    a. The Board had a moment of silence in observance of September 11th tragedy.
    b. Ms. Ponzio: Thank you to Kyla for your service to the Board. Also, I really like seeing the field trips that everyone is taking; they are really educational and fun. I just haven't seen anything that focuses on art, per say. I would like to see the arts integrated into our events to ensure our students are not lacking in that area (like a trip to the Getty, for example).
    c. Ms. Mejares Pham: Thank you to Kyla for your service; you will be missed. We really liked the meeting structure today and the goal-setting format.
    d. Ms. Ryle, Mr. Vela, and Mr. Burke expressed similar sentiments as Ms. Mejares Pham. ☺

IV. STUDENT ACHIEVEMENT

9. *Information*: **Report from the Superintendent**
    a. *See attached report.*
    b. Dr. Hermsmeyer: I attended yesterday's Riverside County Board of Education meeting. One of our former students (Kalyce Rogers) prepared a statement and spoke during the public comments section of the meeting.
    c. The Board discussed the Riverside County of Education's information request.
    d. Dr. Hermsmeyer: Correction to my report: Project-based learning was Hemet only, and the TIDE inquiry-based learning was Magnolia.

e. Ms. Mejares Pham: As Kyla is leaving and we go through the next charter renewal, I just want to make sure there is a well-planned transition.

V. BUSINESS / GOVERNANCE

10. *Action*: **Approval of Final Unaudited Actuals 2013/14**

a. **Mr. Vela moved to approve the Final Unaudited Actuals 2013/14.**
b. **Ms. Ponzio seconded.**
c. Discussion:
   i. Ms. Podratz: The July 1 final budget is compared to what the board approved last June. The Riverside County Office of Education requires that our Board approve the SACs format of the unaudited actuals.
   ii. Ms. Podratz (in response to a question from Mr. Burke): The capitalization process is explained in the slides by Karl Yoder, and the detailed capitalization worksheet will be provided to the auditors to solidify this number. It is somewhat difficult because we have to follow financial guidelines that are different from the mandated financial system.
d. **6 AYES (Vela, Ponzio, Burke, Darrow, Mejares Pham, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

11. *Action:* **Approval of Second Amendment to Lease with Santa Ana United Methodist Church (2121 N Grand Avenue / Santa Ana)**

a. ***Existing Programs at Orange County Student Center: Homeschool Learning Center and Keys College & Career Prep***
b. **Mr. Burke moved to approve the second amendment to the lease with Santa Ana United Methodist Church (2121 N Grand Avenue / Santa Ana).**
c. **Ms. Ponzio seconded.**
d. Discussion:
   i. Ms. Podratz: This is just an updated lease to get more space (two classrooms and a multi-purpose room) at the Orange County Student Center (which is used mostly by Empire and Harbor students – costs which are billed back to those schools).
   ii. Ms. Mejares Pham: Wasn't the Riverside County Office of Education (RCOE) upset that RSCS is sharing space with Empire and Harbor Springs Charter Schools?
   iii. Ms. Podratz: When we request a substantive change with the RCOE, we will request that this facility be moved out from under the RSCS charter. River would end the lease, and the other schools would start a new lease.
   iv. Ms. Podratz (in response to a question from Mr. Darrow: It would be the negotiation of ending one lease in lieu of starting another lease agreement.
   v. Dr. Hermsmeyer: The RCOE does not want to oversee out of county facilities.
e. **6 AYES (Burke, Ponzio, Darrow, Mejares Pham, Ryle, Vela); 0 NOES; 0 ABSENT. Motion adopted.**

12. *Action:* **Approval of Lease Agreement with Apostolic Church of Indio (46-601 Vargas Road / Indio)**

a. ***Existing Location: Palm Student Center***
b. **Mr. Vela moved to approve the lease agreement with Apostolic Church of Indio (46-601 Vargas Road / Indio).**
c. **Mr. Burke seconded.**
d. Discussion:

i. Dr. Hermsmeyer: We have finally been able to negotiate this lease down to a more accurate representation of the space we are using.

e. **6 AYES (Vela, Burke, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

13. *Action:* **Approval of Revised Board Policy 4001.1 – Contracts**

a. Ms. Ponzio moved to approve the revised Board Policy 4001.1 – Contracts as amended.
b. Mr. Burke seconded.
c. Discussion:
   i. Ms. Mejares Pham: Can we also add that the Assistant Superintendent of Personnel not sign when the Superintendent signs?
   ii. Mr. Burke: I am not in favor of adding these provisions to the Contracts policy. I would delete #9 completely.
   iii. Ms. Mejares Pham (to Mr. Burke): Would you be comfortable adding this provision to the Nepotism policy?
   iv. Mr. Burke: That is not the item up for discussion with this agenda item.
   v. Ms. Shofner: We could also add the Controller as a signatory (who is not related to any party).
   vi. Ms. Podratz: Or we could add the Assistant Director of Business and Admin Operations as a signatory.
   vii. Mr. Burke proposed the language (replacing #9): When dual signatures are required, the signatories cannot be related.
d. **Ms. Ryle moved to approve the revised Board Policy 4001.1 – Contracts with the following revisions (after approval from legal counsel).**
e. **Ms. Ponzio seconded.**
   i. Deleted the proposed revision (#9).
   ii. Add, instead, "When dual signatures are required, the signatories cannot be related parties."
   iii. Add the Assistant Director of Business and Admin Operations as a signatory.
f. **6 AYES (Ryle, Ponzio, Burke, Darrow, Mejares Pham, Vela); 0 NOES; 0 ABSENT. Motion adopted.**

14. *Action:* **Discussion/Approval of Revised Board Policy 7001.1 – Board Stipends**

a. Ms. Ryle moved to approve the revised Board Policy 7001.1 – Board Stipends.
b. Mr. Darrow seconded.
c. Discussion:
   i. Ms. Ponzio: I wanted this more as a discussion item, not necessarily for action. Since there have been so many special board meetings required lately, I proposed the revision to this policy so that staff wouldn't hesitate to call a special meeting because of the cost. This would also allow the staff to project Board costs more accurately. I want the Board to be available when the staff needs us.
   ii. Mr. Vela: This proposal (as worded) would cost the school more. This also has the tendency to seem like a salary instead of a stipend.
   iii. Mr. Burke: I like the tension in the policy as it currently reads. If a board director doesn't attend a meeting, s/he doesn't get paid.
   iv. Ms. Mejares Pham: Maybe we can put a cap on the stipends paid each year.
d. **Ms. Ponzio moved to table this item and revisit in next school year (if necessary).**
e. **Mr. Burke seconded.**

f. **6 AYES (Ponzio, Burke, Darrow, Mejares Pham, Ryle, Vela); 0 NOES; 0 ABSENT. Motion adopted.**

The Board tabled closed session for later in the day.

VI. CLOSED SESSION – *Called to order at 4:28pm.*

15. *Action:* **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
    a. *Title: Superintendent*
16. *Action:* **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
    a. *Property: 4020 Jefferson / Riverside, CA 92504*

VII. OPEN SESSION – *Reconvened at 4:35pm*

17. *Action:* **Public Report of Action Taken in Closed Session in Accordance with Gov Code Section 54957.1/54957.9**
    a. *Action:* **PUBLIC EMPLOYEE PERFORMANCE EVALUATION –** *Title: Superintendent*
        i. The Board completed the Superintendent's evaluation and concluded that she met expectations.
    b. *Action:* **CONFERENCE WITH REAL PROPERTY NEGOTIATOR –** *Property: 4020 Jefferson / Riverside, CA 92504*
        i. No action to report.

LUNCH 12:15 – 1:00pm

VIII. BOARD RETREAT

18. *Guest Speakers from the California Charter Schools Association:*
    a. **Miles Durfee, Managing Regional Director – Southern California**
    b. **Fatima Cristerna-Adame, Regional Director – Inland Empire**
    c. *Who Are We?*
        i. Advocacy is personal; it comes from values and from who you are
        ii. **Advocacy = Collective Action**
    d. *Who Are You?*
        i. Marshall Ganz, PhD Sociology (Kennedy School of Government, Harvard)
            1. The Story Self
            2. The Story of Us
            3. The Story of Now
    e. *Why Me/You?*
        i. 1,128 charter schools in 2014
        ii. 471,501 students enrolled in charter schools (2012/13)
        iii. 7.59% of students attend charter schools in CA
        iv. Over 700,000 people (voters!) in CA are directly connected to charter schools
        v. 6,200 students in all Springs
        vi. 9,000 parents
            1. How many have Facebook accounts?
            2. How many emails do they send each day?
            3. How many phone calls do they make?
            4. How many baseball/soccer/volleyball games do they attend?
            5. **We are social beings, and our interactions change the world we live in**.
        vii. AB1531 → would allow the school district to appoint the Boards of charters

f. *What Are Next Steps?*
- **i.** Identify issues of importance and needed action
  1. Dream Big
  2. Be Specific
     a. Identify a candidate for the Riverside County Board of Education (who understands the value of charter schools and education reform)
     b. Get that candidate elected in November 2016
  3. Join with others who have a similar dream

g. CCSA's Advocacy Day is May 5, 2015 in Sacramento. (May is right before the revise.)

19. *Action:* **Discussion/Approval of Board Unified Core Values**
- **a. Mr. Vela moved to approve the Board Unified Core Values as amended.**
- **b. Mr. Burke seconded.**
- **c.** Discussion:
  - **i.** Amendments:
    1. Integrity: delete 2nd sentence
    2. Inspiration: delete 2nd sentence
    3. Creativity: delete "only"; combine the last sentence using the joiner "and that"
    4. Growth: We are eager to advocate our school model and seek healthy opportunities to expand.
- **d. 6 AYES (Vela, Burke, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.**

20. *Training:* **FERPA**
- **a.** *Mr. Lemke led the Board in their annual FERPA training.*

21. *Information:* **Employee Satisfaction Survey Results 2013/14**
- **a.** *Ms. Anvari presented the results of the Employee Satisfaction Survey Results 2013/14.*
- **b.** Mr. Chan requested the survey results be broken out by types of employees (teachers, admin, etc.)

IX. ADJOURNMENT

22. *Action:* **Motion to Adjourn the Meeting**
- **a.** Mr. Burke moved to adjourn the meeting at 4:38pm, and Mr. Vela seconded.
- **b.** 6 AYES (Burke, Vela, Darrow, Mejares Pham, Ponzio, Ryle); 0 NOES; 0 ABSENT. Motion adopted.

X. NEXT REGULAR MEETING

DEVELOPMENT: Thursday, October 9, 2014, 9:00a.m. – 4:00p.m.
Springs Event Center – 43174 Business Park Drive – Temecula, CA 92590

_____ _____

Sheila Ryle, Secretary Date

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