HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

SPECIAL CALLED MEETING
MINUTES

September 10, 2015

4:30 p.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, Mr. Chan called the meeting to order at 4:37 p.m. and led the Pledge of Allegiance.

PRESENT:

Steaven Chan, Chair	Kathleen Hermsmeyer, Superintendent
Rachel Couch, Vice Chair	Amy Podratz, Asst. Supt. Business & Admin Ops.
Kristyn "Liz" Johnson, Board Secretary	Natali South, Executive Assistant to Board
Louis Fetherolf, Treasurer	Sarah Hutcheson, Executive Assistant to the Superintendent
Pam Rivas, Board Director	Debbie Daniel, Asst. Superintendent Pupil Services
Pamela Ellard, Board Director	Tanya Rogers, Director of Business Services
Cheryl LaCount, Board Director	Peter Alvino, Director of School Development
	Vivian Price, Asst. Supt. Personalized Learning
	Brenda Ramirez, Controller

2. Action: **Approval of Agenda**
   a. Ms. Ellard moved to approve the agenda as presented.
   b. Ms. LaCount seconded.
   c. Discussion: None
   d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
      Motion adopted.

3. Action: **Approval of Meeting Minutes – June 11, 2015**
   a. Ms. Johnson moved to approve the June 11, 2015 meeting minutes.
   b. Mr. Fetherolf seconded.
   c. Discussion: None
   d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
      Motion adopted.

4. Action: **Election of Corporate Officers & Subcommittees**
   a. Ms. Rivas moved to elect Rachel Couch as Board Chair.
   b. Ms. Ellard seconded.
   c. Discussion: None

d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
Motion adopted.

e. Ms. Johsnon moved to elect Mr. Fetherolf as Board Vice-Chair.
f. Ms. Couch seconded.
g. Discussion: None
h. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
Motion adopted.

i. Mr. Fetherolf moved to elect Kristyn "Liz" Johnson as Board Secretary.
j. Ms. LaCount seconded.
k. Discussion: None
l. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
Motion adopted.

m. Ms. Johsnon moved to elect Pam Rivas as Board Treasurer.
n. Ms. Ellard seconded.
o. Discussion: None
p. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
Motion adopted.

q. Ms. LaCount moved to appoint Pamela Ellard and Louis Fetherolf to serve on the Superintendent Evaluation subcommittee.
r. Ms. Rivas seconded.
s. Discussion: None
t. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 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: **Approval of Consent Agenda**
   a. Mr. Fetherolf moved to approve the Warrant List & Personnel Action Report.
   b. Mr. Chan seconded.
   c. Discussion: None
   d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 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. EDUCATION & STUDENT ACHIEVEMENT

7. Information: **Update from the Superintendent**
    a. Dr. Hermsmeyer reviewed the Superintendent's Report and addressed Board questions and comments.
8. Information: **2015 Graduation Report**
    a. Debbie Daniel discussed the Graduation Report. She indicated that the CAHSEE is no longer required. Additionally, she explained the a-g requirements.
9. Information: **WASC Self-Study**
    a. Debbie Daniel reviewed our progress toward our WASC Action Plan. We are moving into our self-study process for our upcoming WASC evaluation. Our study will be comprehensive including Empire, River and Harbor.
10. Information: **Enrollment Update**
    a. Amy Podratz reviewed the Enrollment information as school is just getting started. Enrollment is going very well throughout the network.
11. Information: **Assessment Update**
    a. Amy Podratz reviewed the Assessment Report and provided information on CAASPP, ELA and math scores, CELDT data, API and AYP. Additionally, she reminded the Board that the CAHSEE has been eliminated, and the state is working on developing another exit exam that aligns with the Common Core.

V. BUSINESS

12. Action: Approval of Final Unaudited Actuals
    a. Mr. Chan moved to approve Final Unaudited Actuals.
    b. Ms. Johnson seconded.
    c. Discussion: Amy Podratz reminded the Board that this is the unaudited report. Audited actuals will be presented at the December meeting. The auditors will be on site mid-late October.
    d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
    Motion adopted.

13. Action: Approval of MOU with River Springs and Harbor Springs
    a. Mr. Fetherolf moved to approve the MOU with River Springs and Harbor Springs.
    b. Ms. LaCount seconded.
    c. Discussion: None.
    d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
    Motion adopted.

14. Action: Approval of National Center for Urban School Transformation (NCUST) Contract
    a. Ms. Ellard moved to approve the National Center for Urban School Transformation (NCUST) Contract.
    b. Ms. Rivas seconded.
    c. Discussion: Vivian Price reviewed the services provided by the National Center for Urban School Transformation.
    d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
    Motion adopted.

15. Action: Ratification & Approval of Contract with Curriculum & Associates: i-Ready
    a. Mr. Chan moved to ratify and approve the contract with Curriculum & Associates for i-Ready.
    b. Mr. Fetherolf seconded.
    c. Discussion: Vivian Price described the services provided by i-Ready, and indicated that the increased costs are due to increased enrollment (per pupil charge), and the addition of a staff development component.
    d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
    Motion adopted.

IX. PERSONNEL

16. Information: Employee Satisfaction Survey
    a. The Board reviewed the Employee Satisfaction Survey

VIII. GOVERNANCE

17. Action: Approval of Superintendent's 2015-2016 Goals
    a. Mr. Chan moved to approve the Superintendent's 2015-2016 Goals.
    b. Ms. Ellard seconded.
    c. Discussion: Dr. Hermsymeyer reviewed the 2015-2016 Superintendent's Goals.
    d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT
    Motion adopted.

18. Information: First Reading of Graduation Policy BP 5018.1
    a. Debbie Daniel reviewed the Graduation Policy BP 5018.1
    b. The Board reviewed the policy and requested the CAHSEE and ELA language be removed or updated to reflect current state requirements. This policy will be brought back for second reading and approval at the next meeting.

19. Information: First Reading of Home & Hospital Policy BP 5019.1
    a. Debbie Daniel reviewed the Home & Hospital Policy BP 5019.1, related to education of home-bound students.
    b. This policy will be brought back for second reading and approval at the next meeting.

VI. CLOSED SESSION – Opened at 6:38 p.m.

20. Information: Public Employee Performance – Self Evaluation
    a. Title: Superintendent (under separate cover)

21. Action/Activity: Public Employee Performance – Board Evaluation
    a. Title: Superintendent (under separate cover)

VII. OPEN SESSION – Opened at 7:55 p.m.

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

a. No action to report. The final evaluation report of the Superintendent will be reviewed at a following meeting.

X. COMMUNITY RELATIONS

23. Information: **BOARD COMMENTS**

a. Due to the lateness of the hour, no Board comments were offered.

XI. ADJOURNMENT

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

a. Ms. Ellard moved to adjourn the meeting at 8:05 p.m.

b. Ms. LaCount seconded.

c. Discussion: None

d. 7 AYES (Chan, Couch, Johnson, Fetherolf, Rivas, Ellard, LaCount); 0 NOES; 0 ABSENT Motion adopted.

VI. NEXT REGULAR MEETING

Thursday, December 10, 2015, 4:30p.m.

Kristyn "Liz" Johnson, Board Secretary

12/10/15
Date