HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

December 12, 2013
3:30 – 5:00p.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.

1. *Action*: **Call to Order & Pledge of Allegiance**
   a. Board Chairman, Pamela Ellard, called the meeting to order at 3:39p.m.

PRESENT:

Pamela Ellard, Board Chairman Steaven Chan, Board Vice Chairman Rachel Couch, Board Secretary Jennifer Mejares Pham, Board Treasurer Louis H. Fetherolf, Board Director Kristyn "Liz" Johnson, Board Director Dr. Kathleen Hermsmeyer, Superintendent Kyla Shofner, Director of Charter Relations	Amy Podratz, Assistant Superintendent – Business & Admin Ops Vivian Price, Assistant Superintendent – Education Phil Hermsmeyer, Assistant Superintendent – Facilities & IT Debbie Daniel, Assistant Superintendent – Pupil Services Diane Anvari, Assistant Superintendent – Personnel

2. *Action*: **Approval of Agenda**
   a. **Ms. Mejares Pham moved to approve the agenda.**
   b. **Mr. Chan seconded.**
   c. Discussion: None
   d. **4 AYES (Mejares Pham, Chan, Couch, Ellard); 0 NOES; 0 ABSENT. Motion adopted.**

3. *Action*: **Approval of Meeting Minutes – September 26, 2013**
   a. **Ms. Mejares Pham moved to approve the September 26, 2013 meeting minutes.**
   b. **Ms. Couch seconded.**
   c. Discussion: None
   d. **4 AYES (Mejares Pham, Couch, Chan, Ellard); 0 NOES; 0 ABSENT. Motion adopted.**

4. *Action*: **Approval of Meeting Minutes – October 17, 2013**
   a. **Mr. Chan moved to approve the October 17, 2013 meeting minutes.**
   b. **Ms. Mejares Pham seconded.**
   c. Discussion: None
   d. **4 AYES (Chan, Mejares Pham, Couch, Ellard); 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.

5. *Action*: **Approval of Warrant Listing & Personnel Action Report (September, October, & November)**
6. *Action:* **Approval of Revised Board Policy 7006.1 – Board Oath of Office for Board Members**
7. *Action:* **Approval of Revised Board Policy 7007.1 – Board Regular and Special Board Meetings**
    a. **Ms. Couch moved to approve the consent agenda.**
    b. **Mr. Chan seconded.**
    c. **4 AYES (Couch, Chan, Ellard, Mejares Pham); 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.

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

9. *Information:* **BOARD COMMENTS**
    a. Ms. Mejares Pham extended a warm welcome to Mr. Fetherolf and Ms. Johnson.
    b. Ms. Ellard: I love and appreciate our staff so much! Thank you!

10. *Action:* **Ratification of Appointment of New Board Directors – Louis H. Fetherolf and Kristyn "Liz" Johnson**
    a. **Ms. Couch moved to ratify the appointments of Mr. Louis H. Fetherolf and Ms. Kristyn "Liz" Johnson.**
    b. **Mr. Chan seconded.**
    c. Discussion:
        i. Board Chairman, Ms. Ellard, led Mr. Louis H. Fetherolf and Ms. Liz Johnson in the Oath of Office.
    d. **4 AYES (Couch, Chan, Ellard, Mejares Pham); 0 NOES; 0 ABSENT. Motion adopted.**

Mr. Louis H. Fetherolf and Ms. Kristyn "Liz" Johnson became voting members of the Harbor Springs Charter School Board of Directors at this time.

IV. STUDENT ACHIEVEMENT

11. *Information*: **Report from the Superintendent**
    a. *See attached report.*
    b. Dr. Hermsmeyer: We are looking at a turnkey facility in Chula Vista for a San Diego County student center (estimated to open in Fall 2014/15). There is an article by the OC Register (Reporter: Jessica Terrell) which should come out sometime this month. Ms. Shofner will be sure to share that article with the Harbor Board.
    c. Ms. Podratz added that one of the reasons we are seeking a student center in Chula Vista is because of the student demographics (high English Learner and Free and Reduced Lunch) and the corresponding higher funding due to the Local Control Funding Formula (LCFF).

12. *Information:* **Student Demographic Data**

- **a.** *See attached report.*
- **b.** Ms. Podratz clarified that "Free and Reduced Lunch" is based on income, household size, and number of students in the household. That data is reported annually on the student agreement and compared to a nationwide range to determine "free and reduced lunch" statistics. The nationwide range changes every year.
- **c.** The Board spent some time discussing the logistics of individual families accurately and consistently reporting the annual income on the student agreement.

13. *Action:* **Approval of Definition of Student Achievement**

- **a. Ms. Couch moved to approve the Definition of Student Achievement.**
- **b. Mr. Fetherolf seconded.**
- **c.** Discussion:
    - i. The Board agreed to add a phrase to "foster critical thinking and problem solving."
- **d. Ms. Mejares Pham moved to approve the Definition of Student Achievement as amended.**
- **e. Mr. Chan seconded.**
- **f. 6 AYES (Mejares Pham, Chan, Couch, Ellard, Fetherolf, Johnson); 0 NOES; 0 ABSENT. Motion adopted.**

V. BUSINESS

14. *Action*: **Approval of 1st Interim Budget with One-time Staff Bonuses**

- **a. Mr. Chan moved to approve the 1st Interim Budget with One-time Staff Bonuses.**
- **b. Ms. Couch seconded.**
- **c.** Discussion: None
- **d. 6 AYES (Chan, Couch, Ellard, Fetherolf, Johnson, Mejares Pham); 0 NOES; 0 ABSENT. Motion adopted.**

15. *Action:* **Ratification of 2013-2014 Education Protection Account (EPA) Spending Plan**

- **a. Ms. Mejares Pham moved to approve the 2013-2014 Education Protection Account (EPA) Spending Plan.**
- **b. Mr. Chan seconded.**
- **c.** Discussion: None
- **d. 6 AYES (Mejares Pham, Chan, Couch, Ellard, Fetherolf, Johnson); 0 NOES; 0 ABSENT. Motion adopted.**

VI. GOVERNANCE

16. *Action:* **Approval of Board Resolution 100.9 Restricting Overlapping Board Membership**

- **a. Mr. Chan moved to approve Board Resolution 100.9 Restricting Overlapping Board Membership.**
- **b. Ms. Johnson seconded.**
- **c.** Discussion: None
- **d. 6 AYES (Chan, Johnson, Couch, Ellard, Fetherolf, Mejares Pham); 0 NOES; 0 ABSENT. Motion adopted.**

17. *Action (STUDY TIME)* **Determining Board Goals for 2013-2014**

- **a. Ms. Mejares Pham moved to table the Board Goals until June 2014.**
- **b. Ms. Johnson seconded.**

c. Discussion: None
d. **6 AYES (Mejares Pham, Johnson, Chan, Couch, Ellard, Fetherolf); 0 NOES; 0 ABSENT. Motion adopted.**

18. *Action:* **Discussion/Approval of Board Unified Core Values (with Value Statements)**

a. **Ms. Mejares Pham moved to approve the Board Unified Core Values (with Value Statements) as revised**
b. **Mr. Fetherolf seconded.**
c. Discussion:
    i. INTEGRITY:
        1. "We are honest and transparent" replaces "We do nothing in secret."
    ii. INSPIRATION – no changes
    iii. EXEMPLARY "EXEMPLOROUS" – no changes
    iv. PASSION:
        1. "enthusiastic" replaces "excited"
        2. We believe charter schools have the power to positively transform education.
    v. INNOVATION:
        1. "are committed to" replaces "provide"
        2. Support replaces "use"
    vi. STUDENT-CENTERED
        1. We make decisions that allow each student's individual interests, needs, and learning styles to be at the core of their learning path.
        2. Delete second sentence
    vii. TEAM-ORIENTED
        1. We are unified as a board and actively collaborate with staff and other stakeholders.
    viii. DIVERSITY
        1. We seek diversity as a means of embracing fresh perspectives, new ideas, and different creative solutions.
    ix. CREATIVITY
        1. The entire paragraph to read: "We will only support education that fosters creativity of thought and expression. We believe that learning encompasses more than facts and figures. Creativity defines the human spirit."
    x. GROWTH
        1. "seek" replaces "see"
        2. "advocate" replaces "spread"
        3. …as is healthy for our organization
d. **6 AYES (Mejares Pham, Fetherolf, Chan, Couch, Ellard, Johnson); 0 NOES; 0 ABSENT. Motion adopted.**

VII. ADJOURNMENT

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

a. **Ms. Johnson moved to adjourn the meeting at 5:15p.m.**
b. **Ms. Mejares Pham seconded.**
c. **6 AYES (Johnson, Mejares Pham, Chan, Couch, Ellard, Fetherolf); 0 NOES; 0 ABSENT. Motion adopted.**

VIII. NEXT REGULAR MEETING

Thursday, February 13, 2013, 9:00am – 5:00p.m.

Temecula Administrative Offices – NEW Meeting Room – 43174 Business Park Drive – Temecula, CA 92590

Rachel L. Couch

Rachel Couch, Board Secretary

2/13/14

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 3:30pm 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.

HARBOR Springs CHARTER SCHOOL