HARBOR SPRINGS CHARTER SCHOOL GOVERNING BOARD

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

March 20, 2013
2:00 – 3:00pm
43448 Business Park Drive / Temecula, CA 92590

I. PRELIMINARY

1. **Call to Order**: Board President, Ms. Ellard, called the meeting to order at 1:57pm.

PRESENT:

Pamela Ellard, Board President Steaven Chan, Board Director Linda Rhoads Parks, Legal Counsel Kathleen Hermsmeyer, Executive Director Kyla Shofner, Executive Assistant/Board Secretary	Amy Podratz, Sr. Director of Business & Admin Operations Debbie Daniel, Sr. Director of Pupil Services Diane Anvari, Sr. Director of Human Resources

2. **Pledge of Allegiance**

3. *Action:* **Approval of Agenda**
   a. **Mr. Chan moved to approve the agenda.**
   b. **Ms. Ellard seconded.**
   c. Discussion: None
   d. **2 AYES (Chan, Ellard); 0 NOES; 1 ABSENT (Mejares Pham). Motion adopted.**

4. *Action:* **Approval of Meeting Minutes – February 27, 2013**
   a. *Tabled*

II. BUSINESS

5. *Discussion/Action:* **Discussion/Approval of Draft Charter Petition**
   a. **Mr. Chan moved to approve the draft charter petition.**
   b. **Ms. Ellard seconded.**
   c. Discussion:
      i. Ms. Ellard: On page 7, change ESCS to HSCS.
      ii. Ms. Ellard: On page 16, change minimum number of board members to three (from five).
      iii. Dr. Hermsmeyer: This mirrors the Empire Springs charter petition and has gone through a few revisions with lawyers involved.
      iv. Ms. Parks: The Charter Schools Act explains what needs to be in our charter as well as what parts of California Eduecation Code are applicable to charters (which is very minimal). So, we actually follow the Charter Schools Law (not the same law of the district). We do not fall under the State's Ed Code employment law. Many of the things in the charter are not required by law; they are requested by the district.

v. Dr. Hermsmeyer: Julian Union Elementary School District staff are very familiar with how charter schools operate.
vi. Ms. Ellard requested clarification of the #11 statements and assurances regarding minutes of instruction.
vii. Dr. Hermsmeyer: Harbor Springs is a non-classroom based charter school, so this actually doesn't apply to us. However, it will cover us if we open a center.

d. **2 AYES (Chan, Ellard); 0 NOES; 1 ABSENT (Mejares Pham). Motion adopted.**

6. *Discussion/Action:* **Discussion/Approval of Memorandum of Understanding (MOU) between Harbor Springs Charter School and Julian Union Elementary School District**
   a. **Mr. Chan moved to approve the draft MOU between Harbor Springs Charter School and Julian Union Elementary School District.**
   b. **Ms. Ellard seconded.**
   c. Discussion:
      i. Ms. Podratz: Julian Union Elementary School District asked us to mirror our MOU to their other charters' formats. You will see a final version of this MOU at a future board meeting.
      ii. Mr. Chan: And this is for five years?
      iii. Dr. Hermsmeyer: They could grant anything between one and five years for the initial charter, but after the initial charter is granted the renewal term is always five years (or nothing).
      iv. Ms. Parks (in response to a question from Mr. Chan): Our MOU will always run concurrently with our charter. In reality, the MOU will most likely be changed annually. We have language in the MOU that allows us to change the MOU via mutual consent.
   d. **2 AYES (Chan, Ellard); 0 NOES; 1 ABSENT (Mejares Pham). Motion adopted.**

7. *Discussion/Action:* **Discussion/Approval of Memorandum of Understanding (MOU) between Harbor Springs Charter School and River Springs Charter School**
   a. **Mr. Chan moved to approve the draft MOU between Harbor Springs Charter School and River Springs Charter School.**
   b. **Ms. Ellard seconded.**
   c. Discussion:
      i. Ms. Podratz: The River Springs board approved this MOU last week. This is just to provide the details behind the business relationship between the schools. River Spring has requested a binding arbitration agreement within the MOU. They have also asked for clarification for who is paying the 6% from what budget (Section III, Subsection A. #1) and the 1% from what budget (Section III, Subsection A. #2). The budget you have approved is based on this MOU.
      ii. Mr. Chan: Are we set on the name of Harbor Springs?
      iii. Ms. Parks: We have filed our articles of incorporation on Harbor Springs with the Secretary of State but have not yet received the endorsed copy back from the office.
      iv. Ms. Podratz: The umbrella school will be called Springs Charter Schools.
   d. **2 AYES (Chan, Ellard); 0 NOES; 1 ABSENT (Mejares Pham). Motion adopted.**

8. *Discussion/Action:* **Discussion/Approval of Revised Draft Petition Budget**
   a. **Mr. Chan moved to approve the revised draft petition budget.**
   b. **Ms. Ellard seconded.**
   c. Discussion:

i. Ms. Podratz: A cost of living adjustment is not typically passed through to staff. However, the step and column increase (3%) has been projected into the budget. We are very hopeful we can do that; that is always the goal.

ii. Dr. Hermsmeyer: The district oversight fee (typically negotiable) has been changed from 1% to 3%. The Superintendent of Julian Union Elementary School District said the other charters they sponsor pay the 3% rate. Most non-classroom based charters are paying closer to 3% than 1%.

iii. Ms. Parks: Harbor Springs is organized as a nonprofit public benefit corporation, so we are able to accept donations. Donations are still liable for SB740 (spending 80% on instructional funds). However, if donations are funneled through a 501c3 foundation, that foundation could then pass the donations through to Harbor Springs without 80% of that funding needing to be used on instructional related expenses.

d. 2 AYES (Chan, Ellard); 0 NOES; 1 ABSENT (Mejares Pham). Motion adopted.

9. There being no further business, it was moved by Mr. Chan and seconded by Ms. Ellard that this meeting be adjourned at 2:56pm.

Jennifer Mejares Pham, Board Secretary

4/11/13
Date

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Springs
CHARTER SCHOOLS