HARBOR 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:

Steaven Chan, Chair	Dr. Kathleen Hermsmeyer, Superintendent
Rachel Couch, Vice Chair	Kyla Shofner, Director of Charter Relations
Kristyn "Liz" Johnson, Secretary	Amy Podratz, Assistant Supt – Business and Admin Ops
Louis H. Fetherolf, Treasurer	Debbie Daniel, Assistant Supt – Pupil Services
Pam Rivas, Director	Chris Lemke, Director of Guidance & Intake
Pamela Ellard, Director	
Cheryl LaCount, Director	
River & Empire 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. Each board member will visit a site once a year outside of events. Each event hosted by Harbor Springs should be represented by one or more board members. This will be facilitated by an acknowledgement of the future events at the end of each Harbor Springs Board meeting.
            1. Quest Orange County
            2. La Fuente
            3. Otay Ranch
        ii. Each member of the Harbor Springs Board will attend one sponsoring district board meeting a year.
        iii. Each member of the Harbor Springs Board will endeavor to attend the graduation ceremony.
        iv. Each member of the Harbor Springs Board will come to each board meeting fully prepared to engage in meaningful discussion, having read the board packet prior to the meeting.

2. *Action*: **Call to Order & Pledge of Allegiance**
    a. Board Chair, Mr. Chan called the meeting to order at 9:00am.

3. *Action*: **Approval of Agenda**

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

4. *Action*: **Approval of Meeting Minutes – August 14, 2014**
   a. **Ms. Rivas moved to approve the agenda.**
   b. **Ms. Couch seconded.**
   c. Discussion:
      i. Ms. Ellard: I just wanted to thank Jennifer Walker for filling in in August; she did a great job.
   d. **7 AYES (Rivas, Couch, Chan, Ellard, Fetherolf, Johnson, 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*: **Ratification of Personnel Action Report (August) & Warrant Listing (August & Partial June)**
   a. **Ms. Ellard moved to approve the consent agenda.**
   b. **Mr. Fetherolf seconded.**
   c. **7 AYES (Ellard, Fetherolf, Chan, Couch, Johnson, LaCount, Rivas); 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

7. *Information:* **BOARD COMMENTS**
   a. Ms. Johnson: I just wanted to thank Kyla for her service; she will be missed.

IV. STUDENT ACHIEVEMENT

8. *Information*: **Report from the Superintendent**
   a. *See attached report.*
   b. Ms. Podratz clarified (in response to a question from Mr. Chan) that Venture is a program of Harbor Springs Charter for San Diego County-based students; Venture is a program of Empire Springs Charter for all other counties.
   c. Dr. Hermsmeyer (in response to a question from Mr. Chan): Harbor's projection for Venture is 20 which we believe is achievable. (Current enrollment is 5.) These are the kind of students that enroll as the year progresses.

d. Ms. Ellard: I notice all the SPREE events look amazing; is there any discussion of having some of those events in San Diego County?

e. Dr. Hermsmeyer: We have 40 students in the south San Diego area a large percentage of whom are enrolled at the Otay Ranch Student Center. Our lack of conglomeration of students in San Diego and Orange Counties keep us from holding big SPREE events in those counties (at this time). We plan to embrace technology (like webinars) to reach our families.

V. BUSINESS

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

a. Ms. LaCount moved to approve the Final Unaudited Actuals 2013/14.

b. Ms. Johnson seconded.

c. Discussion:

i. Ms. Podratz: This budget reflects closing out last fiscal year. At the end of the year, you'll see a lot of reconciliation of the books (as per the MOU with River Springs). Our reserves are at 0.8% reserve; we have three years to meet a 5% reserve. The last fiscal year will actually close this December.

ii. Mr. Chan: Why is federal revenue going down?

iii. Ms. Podratz: The Special Ed revenue is just switching from the federal category to the state category.

iv. Ms. Podratz (in response to a question from Mr. Chan): The state aid is your Local Control Funding Formula (LCFF) revenue (the major funding from the state); the other state revenue consists of state lottery and in lieu of property tax money.

v. Ms. Podratz (in response to a question from Ms. Rivas): We are projecting an enrollment of over 600 (with an ADA of 599).

vi. Ms. Podratz (in response to a question from Mr. Chan): The ending balance is "projected" because it is "unaudited."

vii. Ms. Podratz (in response to a question from Ms. Couch): Grants typically come under "local revenue" if they are brought into the school. $162k of the Public Charter School Grant Program was under last year's budget. The other $188k is in this year's budget.

viii. Ms. Johnson: Do we have an active body looking for grants and writing them?

ix. Ms. Podratz: Yes, but we would like to spend more time in this area. Grants are definitely picking back up.

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

VI. CLOSED SESSION – *Called to order at 10:48am.*

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

a. *Title: Superintendent*

VII. OPEN SESSION – *Reconvened at 11:20am.*

11. *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 Harbor Board approved the Superintendent's 2013/14 evaluation and directed staff to add the following evaluation metric to next year's evaluation:

1. Job Knowledge (includes understanding of legal requirements and best practices for charter school operations, navigating political issues and trends in education,

maintaining positive sponsor relations, proactively collaborating with other charter leaders to increase job knowledge, instructional methods for achievement)

12. *Action/Activity:* **Discussion/Approval of Board Goals for 2014/15**

a. *See agenda item #1 above.*

LUNCH 12:15 – 1:00pm

VIII. BOARD RETREAT

13. *Guest Speakers from the California Charter Schools Association (CCSA):*

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.)

14. *Action:* **Discussion/Approval of Board Unified Core Values**

a. **Ms. Ellard moved to approve the Board Unified Core Values as amended.**

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

15. *Training:* **FERPA**

a. *Mr. Lemke led the Board in their annual FERPA training.*

16. *Information:* **Employee Satisfaction Survey Results 2013/14**

a. *Ms. Anvari presented the results of the Employee Satisfaction Survey Results from 2013/14.*

b. Mr. Chan requested the survey results be broken out by types of employees (teachers, admin, etc.)

IX. ADJOURNMENT

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

a. Ms. Rivas moved to adjourn the meeting at 4:30pm, and Ms. Johnson seconded.

b. 7 AYES (Rivas, Johnson, Chan, Couch, Ellard, Fetherolf, LaCount); 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

_____ _____

Kristyn "Liz" Johnson, Board Secretary 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 District's governing board, please contact the Administrative Office at (951) 252-8891. Notification by noon on Monday 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.