CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

May 8, 2017

3:00 p.m.

43448 Business Park Drive, Temecula, CA
and via Video Feed at 2121 N. Grand Ave, Santa Ana, CA

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:

Don Vawter, Chair, (Santa Ana) Mike Shurance, Secretary, (Santa Ana) Reginald Wadlington, Board Director, (Temecula) Kevin Brejnak, Board Director (Temecula) Joline Johnson, Board Director (Santa Ana) Sarah Schlatter, Board Director (Santa Ana)	Kathleen Hermsmeyer, Superintendent Tanya Rogers, Asst. Superintendent of Business Amy Podratz, Asst. Superintendent of Admin Operations Natali South, Director of Executive Support Monica Lopez, Principal, Santa Ana Student Center Katherine VanLeeuwen, Data Coordinator Cheryl Smallman, Intake Coordinator Melissa Lawrence, Controller

1. **Action: Call to Order & Pledge of Allegiance**
   - Mr. Vawter called the meeting to order at 3:00 p.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
   - Mr. Shurance moved to approve the agenda.
   - Ms. Johnson seconded.
   - Vote: 6 Ayes (Vawter, Shurance, Schlatter, Wadlington, Johnson, Brejnak); 0 Noes; 1 Absent (Solomon). Motion Adopted.

3. **Action: Approval of Minutes from March 6, 2017**
   - Mr. Wadlington moved to approve the Minutes from the March 6, 2017 meeting.
   - Mr. Brejnak seconded.
   - Discussion: None
   - Vote: 6 Ayes (Vawter, Shurance, Schlatter, Wadlington, Johnson, Brejnak); 0 Noes; 1 Absent (Solomon). Motion Adopted.

4. **Action: Approval of Consent Agenda (Warrant Register)**
   - Ms. Johnson moved to remove the warrant register from the consent agenda for discussion.

- Mr. Shurance seconded.
- Vote: 6 Ayes (Vawter, Shurance, Schlatter, Wadlington, Johnson, Brejnak); 0 Noes; 1 Absent (Solomon). Motion Adopted.
- Mr. Vawter moved to approve the Warrant Register.
- Ms. Johnson seconded.
- Discussion:
    - Ms. Johnson: I have a question about the Diversified Contracting due the size of the expenses. Are they related to the facility or something?
        - Tanya Rogers: Yes, that is air conditioning and other work associated with improving the property to support it.
    - Ms. Schlatter: On the warrants, I noticed Board stipends for other Board members, is there a reason we're paying for other Boards?
        - Tanya: Empire's warrants were mistakenly posted to Citrus' board documents.
- Vote: 6 Ayes (Vawter, Shurance, Schlatter, Wadlington, Johnson, Brejnak); 0 Noes; 1 Absent (Solomon). Motion Adopted.

5. **Information: PUBLIC COMMENTS**
    - None

6. **Information: Superintendent's Report**
    - Dr. Hermsmeyer reviewed the Superintendent's report. Additionally, Dr. Hermsmeyer discussed our plans to open the Delta program next year, which was part of the original Citrus Springs petition. She also provided an update regarding Vista Springs, which will include resubmitting to Vista Unified upon denial of the original petition. In the event that the resubmission or future submissions to San Diego County or the State are not successful, our hope would be to submit a material revision to Citrus' authorizer, Orange County Department of Education for La Fuente to become a Citrus Springs' program. Tammy Jackson provided information regarding the upcoming Student Showcase.

7. **Information: WASC Initial Accreditation**
    - The Board was provided a copy our WASC review report which indicates Initial Accreditation status. Amy Podratz explained that we have a plan in place for the items that were mentioned as needing focus or improvement. Overall, we are very pleased to receive accreditation.

8. **Information/Activity: LCAP Stakeholder Engagement Activity**
    - Amy Podratz led the Board through the LCAP Stakeholder Engagement Activity, and Board members submitted their survey answers.

9. **Information: Charter Comparison Study**
    - Amy Podratz reviewed the various types of charter authorization, and answered Board members' questions.
        - If we wanted to become a County-wide Charter, can we switch, or do we have to open a new charter?
            - It would be a new petition.

10. **Information: First Reading of BP 5023.1 Kindergarten & Transitional Kindergarten Enrollment**
    - Amy Podratz and Cheryl Smallman reviewed the proposed Board policy which outlines the requirements for enrolling Transitional Kindergarten and Kindergarten students.

11. **Information: Financial Update**
    - Tanya Rogers reviewed the Financial Update report in the Board packet. Our plan for next year is to open two additional classrooms, add the Delta program, and move some students from Empire to Citrus, which will result in an additional ADA of approximately 100 students.
    - The Board and staff engaged in a conversation regarding data related to families who leave to choose another charter school due to higher amounts of instructional funds or various other reasons.

12. **Information: BOARD COMMENTS & AGENDA ITEM REQUESTS**
    - Mr. Vawter: What is our process for contacting families if they choose to leave our school?
        - Dr. Hermsmeyer indicated that it depends on when it happens, or other factors related to them leaving. We do have an exit slip that is given to the ES. We also monitor ES's rosters since families will not stay with an ES that is not adequately supporting their child.
    - Ms. Johnson: Do we "ding" ES's if their students don't perform well on OARS tests or other measures?
        - Dr. Hemsmeyer indicated that we do not. Years ago, we used to give bonuses for test participation and results, but we no longer do that.
    - Mr. Wadlington: Some companies offer an exit interview when a staff member leaves; is that something that we would consider for students and families?
        - Amy Podratz indicated that would be a strain on our staff resources, and also the likelihood is that parents may not respond to the request.
    - Sarah Schlatter: I want to add that Homeschool families are offered anonymous surveys at least twice per year which gives the opportunity to offer thoughts and opinions. I want to commend Kathleen for the letter she sent out regarding state testing, and the importance of it. It was very articulate and explained so clearly why testing is valuable.

13. **Action: Motion to Adjourn the Meeting**
    - Mr. Vawter motioned to adjourn the meeting at 4:35 p.m.
    - Mr. Shurance seconded.
    - Vote: 6 Ayes (Vawter, Shurance, Schlatter, Wadlington, Johnson, Brejnak); 0 Noes; 1 Absent (Solomon). Motion Adopted.

Michael J. Shurance — 6/5/17

Mike Shurance, Secretary **Date**