CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

June 17, 2016

1:00 p.m.

43448 Business Park Drive

Temecula, CA 92590

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:

Rachel Corliss, Board Chair Don Vawter, Board Secretary Michael Solomon, Board Treasurer	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent Business & Admin Ops Tanya Rogers, Director of Business Natali South, Director of Executive Support Brenda Ramirez, Controller II

1. **Action: Call to Order & Pledge of Allegiance**
   - Ms. Corliss called the meeting to order at 12:59 p.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
   - Mr. Solomon moved to approve the agenda.
   - Mr. Vawter seconded.
   - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

3. **Action: Approval of Minutes from November 2, 2015**
   - Mr. Solomon moved to approve the Minutes from the November 2, 2015 meeting.
   - Mr. Vawter seconded.
   - Discussion: None
   - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

4. **Information: PUBLIC COMMENTS**
   - None
   - Supt. Comments: Dr. Hermsmeyer welcomed the Board and thanked them for the support in getting our charter petition approved. She explained the mission and vision of opening Citrus Springs Charter School.

5. **Action: Approval of El Dorado SELPA**
   - Mr. Solomon moved to approve the El Dorado SELPA.
   - Ms. Corliss seconded.
   - Discussion: Dr. Hermsmeyer explained the purpose of a SELPA and indicated that we are glad to be a part of the El Dorado SELPA.
   - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

6. **Action: Approval of 2016-2017 185 Staff Calendar/Attendance Days**
   - Ms. Corliss moved to approve the 2016-2017 185 Staff Calendar/Attendance Days.
   - Mr. Solomon seconded.
   - Discussion: Amy Podratz reviewed the calendar.
   - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

7. **Action: Approval of 2016-17 Bell Schedule**
   - Mr. Vawter moved to approve the 2016-17 Bell Schedule.
   - Mr. Solomon seconded.
   - Discussion: Amy explained that Quest is a seat-based program, which requires a bell schedule for instructional minutes.
   - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

8. **Action: Approval of Board Policies**
   - Mr. Solomon moved to approve the following Board Policies:
     1001.1 – Nondiscrimination in School Programs & Activities
     3001.1 – Administration Leeway in Absence of Board Policy
     3011.1 – Family Educational Rights and Privacy Act (FERPA)
     4001.1 – Contracts
     4002.1 – Budget
     4003.1 – Financial Reports and Accountability
     4006.1 – Vendor Minimum Qualifications Requirements (Core Subjects Only)
     4007.1 – Cash Receipts
     4008.1 – Debt
     4009.1 – Accounting
     5006.1 – Independent Study
     5022.1 – High School Math Placement
     7001.1 – Board Stipends
     7003.1 – Conflict of Interest Code
     7004.1 – Role of the Board of Directors and Role of the Superintendent
     7005.1 – Board Meeting Agendas and Supporting Information
     7006.1 – Board Oath of Office for Board Members
     7007.1 – Board Regular and Special Board Meeting
   - Mr. Vawter seconded.
   - Discussion: Staff explained the purposes behind the policies, and explained that the reason so many policies are being brought forward is that there are many required policies in order to open a school. After the first few meetings, policies will typically be presented individually.
   - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

9. **Action: Approval of Resolution 100.1**
   - Mr. Solomon moved to approve Resolution 100.1.
   - Mr. Vawter seconded.
   - Discussion: Tanya explained the purpose behind Resolution 100.1 which allows us to

establish a Charter School Fund.

- Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

10. **Action: Approval of Resolution 100.2**
    - Mr. Vawter moved to approve Resolution 100.2.
    - Ms. Corliss seconded.
    - Discussion: Tanya explained the purpose behind Resolution 100.2 which allows us to establish a District Number.
    - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

11. **Action: Approval of Resolution 100.3**
    - Mr. Solomon moved to approve Resolution 100.3.
    - Mr. Vawter seconded.
    - Discussion: Tanya explained the purpose behind Resolution 100.3 which allows us to establish a local bank account.
    - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

12. **Action: Approval of Promissory Note**
    - Mr. Vawter moved to approve the Promissory Note between Empire Springs and Citrus Springs.
    - Ms. Corliss seconded.
    - Discussion: Tanya explained the promissory note between Empire Springs and Citrus Springs which will fund Citrus' start-up funds.
    - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

13. **Action: Approval of Redline Revised Petition**
    - Mr. Corliss moved to approve the redlined revised Petition.
    - Mr. Vawter seconded.
    - Discussion: Natali South explained that petition, which was available for review, had been revised to reflect Orange County Department of Education as the authorizer, and included requested changes to the petition in other areas.
    - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

14. **Action: Approval of By-Laws**
    - Ms. Corliss moved to approve the CSCS By-Laws.
    - Mr. Vawter seconded.
    - Discussion: Tanya Rogers explained the purpose of By-Laws, and the Conflict of Interest Code GC1090.
    - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

15. **Information: BOARD COMMENTS & AGENDA ITEM REQUESTS**
    - Ms. Corliss: My kids have attended Springs for five or six years, and have been to all of the Pechanga events. I welcomed the opportunity to serve on this board.
    - Mr. Vawter: Hats off to all of those involved in putting all of this together; I can see it takes a lot of work.

- Mr. Solomon: Yes, the Board packets are quite large! This is a lot of information!

16. **Action: Motion to Adjourn the Meeting**
    - Ms. Corliss motioned to adjourn the meeting at 1:45 p.m.
    - Mr. Vawter seconded.
    - Discussion: None
    - Vote: 3 Ayes (Solomon, Corliss, Vawter); 0 Noes; 0 Absent. Motion Adopted.

Don Vawter, Secretary **Date**