CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

September 11, 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:

Michael Solomon, Chair (Santa Ana) Mike Shurance, Vice Chair, (Santa Ana) Kevin Brejnak, Secretary (Temecula) Sarah Schlatter, Treasurer (Santa Ana) Joline Johnson, Board Director (Temecula) Reginald Wadlington, Board Director, (Temecula) Don Vawter, Chair, (Santa Ana)	Kathleen Hermsmeyer, Superintendent Tanya Rogers, Asst. Superintendent of Business Robert Hennings, Asst. Superintendent Pupil Services Natali South, Director of Executive Support Monica Lopez, Principal, Santa Ana Student Center

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. **Activity: Election of Officers & Appointment of Subcommittees**
   - Mr. Vawter moved to elect Mr. Solomon as Board Chair.
   - Mr. Shurance seconded.
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

   - Mr. Solomon moved to elect Mike Shurance as Vice Chair.
   - Ms. Schlatter seconded.
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

   - Mr. Shurance moved to elect Kevin Brejnak as Secretary.
   - Mr. Vawter seconded.
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

- Ms. Johnson moved to elect Sarah Schlatter as Treasurer.
- Mr. Wadlington seconded.
- Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

- Mr. Wadlington moved to appoint Sarah Schlatter, Joline Johnson, and Don Vawter to the Superintendent's Evaluation Subcommittee.
- Mr. Shurance seconded.
- Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Agenda**
   - Mr. Shurance moved to approve the agenda.
   - Ms. Schlatter seconded.
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Minutes from August 14, 2017**
   - Mr. Vawter moved to approve the Minutes from the August 14, 2017 meeting.
   - Ms. Johnson seconded.
   - Discussion: None
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

5. **Action: Approval of Consent Agenda**
   - Ms. Schlatter moved to pull the PAR & Warrant Register from the Consent Agenda for questions.
   - Mr. Shurance seconded.
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

   - Ms. Schlatter moved to approve the PAR & Warrant Register.
   - Mr. Shurance seconded.
   - Discussion:
     - Personnel Action Report: How long were the ACE employees on this month's report employed before they left?
       - We will have to provide that information at a later date.
     - Warrant Register: What is the consulting fee for Orange County Dept. of Education?
       - It is related to our 1% oversight fees.
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

   - Mr. Shurance moved to approve the remainder of the Consent Agenda including 2017-18 Org Chart.
   - Mr. Vawter seconded.
   - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

6. **Information: PUBLIC COMMENTS**
   - Laura Balance addressed the Board and provided information about recent marketing events.

7. **Information: Superintendent's Report**
   - Dr. Hermsmeyer reviewed the Superintendent's report and provided updates for the network. Additionally, she discussed Special Education disproportionality.

8. **Information: First Reading of Revised Board Policy 5014.1 – Document Retention**
   - Tanya Rogers reviewed the revised policy which allows for electronic and cloud storage of documents. The policy will be brought back at a future meeting for second reading and approval.

9. **Information: Staff Satisfaction Survey**
   - Dr. Hermsmeyer reviewed the Staff Satisfaction survey and discussed plans to find ways to address the areas identified with lower satisfaction responses.

10. **Action: Approval of Unaudited Actuals**
    - Ms. Schlatter moved to approve the Unaudited Actuals.
    - Mr. Vawter seconded.
    - Discussion: Tanya Rogers reviewed the Unaudited Actuals which reflects a reserve of 11.54%. The auditors will be onsite next week to review all records.
    - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

11. **Action: Approval of EPA Actuals**
    - Mr. Shurance moved to approve the EPA Actuals.
    - Ms. Schlatter seconded.
    - Discussion: Tanya Rogers explained the EPA Actuals which funded .73 of a certificated position.
    - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

12. **Action: Approval of Revolving Loan Agreement**
    - Ms. Johnson moved to approve the Revolving Loan Agreement.
    - Mr. Wadlington seconded.
    - Discussion: Tanya Rogers reviewed the agreement which explains the details of the Revolving Loan Fund that was approved at a previous Board meeting.
    - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

13. **Action: Approval of Superintendent's 2017-18 Goals**
    - Mr. Vawter moved to approve the Superintendent's Goals for 2017-18.
    - Mr. Shurance seconded.
    - Discussion: Dr. Hermsmeyer explained the purpose for selecting the proposed goals for the 2017-18 school year. These goals will provide the framework for the Superintendent's evaluation.

- Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

14. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
    - Mr. Solomon: Thanks to Don for serving as our Board chair this past year!
    - Ms. Schlatter: Thanks to Kathleen and the team who worked so hard to put on an excellent Pechanga conference. This conference was very well done. The speakers were fabulous, and I appreciate all the work that went into this event!
    - Ms. Johnson: I second the thoughts on the conference! Also, I wanted to mention that I appreciated hearing how specifically the school watches each penny. I shared the story with the ESes at my table, and they thought it was great, and would like to have that information shared in a large meeting.

15. **Action: Motion to Adjourn the Meeting**
    - Mr. Shurance moved to adjourn the meeting at 4:27 p.m.
    - Ms. Johnson seconded.
    - Vote: 7 Ayes: Vawter, Solomon, Shurance, Johnson, Schlatter, Brejnak, Wadlington; 0 Noes; 0 Absent; Motion Adopted

Kevin Brejnak, Secretary

12/4/2017

Date