HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR CALLED MEETING MINUTES

September 7, 2017

4:30 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:

Kristyn "Liz" Johnson, Chair	Kathleen Hermsmeyer, Superintendent
Pam Rivas, Vice Chair	Amy Podratz, Asst. Superintendent of Operations
Cheryl LaCount, Secretary	Tanya Rogers, Asst. Superintendent of Business
Rachel Couch, Treasurer	Diane Anvari, Asst. Superintendent of Personnel
Heidi Chan, Board Director (arrived at 4:42)	Robert Hennings, Asst. Supt. of Pupil Services
Louis Fetherolf, Board Director (left at 6:27)	Katherine Pangle, Director of Education
Gene Swank, Board Director	Natali South, Director of Executive Support

1. **Action: Call to Order & Pledge of Allegiance**
   - Mr. Fetherolf called the meeting to order at 4:35 p.m. and led the Pledge of Allegiance.

2. **Activity: Oath of Office – Gene Swank**
   - Natali South administered the Oath of Office to Gene Swank, Harbor Springs' newest member.

3. **Activity: Election of Officers & Appointment of Subcommittees**
   - Mr. Fetherolf moved to elect Liz Johnson as Board Chair.
   - Ms. Couch seconded.
   - Vote: 6 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Swank; 0 Noes; 1 Absent: Chan; Motion Adopted

- Ms. LaCount moved to elect Pam Rivas as Vice Chair.
- Ms. Johnson seconded.
- Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

- Ms. Rivas moved to elect Ms. LaCount as Secretary.
- Mr. Swank seconded.
- Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

- Ms. Johnson moved to elect Rachel Couch as Treasurer.
- Mr. Fetherolf seconded.
- Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

- Ms. Chan moved to appoint Cheryl LaCount, Pam Rivas, and Gene Swank to the Superintendent's Evaluation Subcommittee.
- Ms. Johnson seconded.
- Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Agenda**
   - Mr. Fetherolf moved to approve the agenda.
   - Ms. Couch seconded.
   - Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

5. **Action: Approval of Minutes from August 14, 2017**
   - Ms. Rivas moved to approve the Minutes from the August 14, 2017 meeting.
   - Ms. LaCount seconded.
   - Discussion: None
   - Vote: 6 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, 0 Noes; 0 Absent; 1 Abstention: Swank; Motion Adopted

6. **Action: Approval of Consent Agenda**
   - Mr. Fetherolf moved to approve the Consent Agenda including: Personnel Action Report, Warrant Registers, 2017-18 Org Chart, Harris Solutions Contract Ratification.
   - Ms. LaCount seconded.
   - Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

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

8. **Information: Superintendent's Report**
   - Dr. Hermsmeyer reviewed the Superintendent's report and provided updates regarding Vista Springs and Pacific Springs charter petitions and other network updates.

9. **Information: First Reading of Revised Board Policy 5014.1 – Document Retention**
   - Tanya Rogers reviewed the Board policy which allows payment to be made on items from a revolving fund. The policy will be brought back at a future meeting for Second Reading and Approval.

10. **Information: Staff Satisfaction Survey**
    - Diane Anvari reviewed the Employee Satisfaction Survey. The Board discussed the various responses.

11. **Action: Approval of Unaudited Actuals**
    - Mr. Fetherolf moved to approve the Unaudited Actuals.
    - Ms. Chan seconded.
    - Discussion: Tanya Rogers reviewed the Unaudited Actuals report which reflects reserves of 15.2%. The auditors are coming in the next few weeks to review and audit all of our records.
    - Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

12. **Action: Approval of EPA Actuals**
    - Ms. Couch moved to approve the EPA Actuals.
    - Ms. LaCount seconded.
    - Discussion: Tanya Rogers reviewed the EPA Actuals report which reflects funding for 2.72 certificated salaries.
    - Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

13. **Action: Approval of Superintendent's 2017-18 Goals**
    - Ms. Rivas moved to approve the Superintendent's Goals for 2017-18.
    - Ms. Chan seconded.
    - Discussion: Dr. Hermsmeyer reviewed her proposed goals for 2017-18 and explained the purpose and measure for each goal.
    - Vote: 7 Ayes: Fetherolf, Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 0 Absent; Motion Adopted

14. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
    - Mr. Fetherolf: I would ask that each Board member consider purchasing a golf ticket to support or Summit Springs foundation.
    - Ms. LaCount: I've been seeing a lot of students wearing Springs' sports shirts in my community!

15. **Action: Motion to Adjourn the Meeting**
    - Ms. Rivas moved to adjourn the meeting at 6:31 p.m.
    - Ms. LaCount seconded.
    - Vote: 6 Ayes: Johnson, Rivas, LaCount, Couch, Chan, Swank; 0 Noes; 1 Absent: Fetherolf; Motion Adopted

Cheryl LaCount

2/8/18

Cheryl LaCount, Secretary **Date**