CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

December 4, 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:

Mike Shurance, Vice Chair (Temecula) Kevin Brejnak, Secretary (Temecula) Sarah Schlatter, Treasurer (Santa Ana) Joline Johnson, Board Director (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. Shurance called the meeting to order at 3:03 p.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
   - Ms. Schlatter moved to adjust the agenda to move the Superintendent's Report to a later portion of the meeting.
   - Mr. Brejnak seconded.
   - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

3. **Action: Approval of Minutes from September 11, 2017**
   - Ms. Johnson moved to approve the Minutes from the September 11, 2017 meeting.
   - Ms. Schlatter seconded.
   - Discussion: None
   - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

4. **Information: PUBLIC COMMENTS**
   - Tanya Rogers announced that Citrus Springs has begun the process to participate in the National School Lunch Program. We anticipate being able to serve breakfast and lunch within the next few weeks.

5. **Action: Approval of Consent Agenda**
    - Mr. Brejnak moved to approve the Consent Agenda consisting of the PAR and Warrant Register for Aug., Sept., Oct., and Nov. 2017.
    - Ms. Schlatter seconded.
    - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

6. **Information: Section 504 Service Plan Handbook**
    - Robert Hennings presented the Section 504 Service Plan Handbook. Mr. Hennings reviewed the distinction between 504s, IEPs and other Special Education designations.

7. **Information: Health Services Department Report**
    - Kelly Ouellette, our school nurse, discussed various health related updates such as Diabetes and Epi-Pen training, vision screening services and medical intervention plans.

8. **Information: Mid-Year LCAP Progress Report**
    - Amy Podratz discussed the LCAP Progress Report and answered Board members questions. Staff will provide resources as requested.

9. **Information: State Priority Local Indicators**
    - Amy Podratz discussed the new California Accountability Dashboard. This dashboard will be used to provide stakeholders with assessment and achievement data, as well as other important measures of our students' progress. Citrus Springs' dashboard is currently very limited due to the fact that there is not historical trends because our school is relatively new. The local indicators reflect the self-reporting components of the information, and will be updated annually.

10. **Information: First Reading: Board Policy 5025.1, Homeless Children**
    - Robert Hennings presented BP 5025.1, Education of Homeless Children, for First Reading. Mr. Hennings reviewed what the policy includes. The policy will be brought back for Second Reading and approval at our next meeting.

11. **Action: Approval of First Interim Budget 2017-18**
    - Mr. Brejnak moved to approve the First Interim Budget for 2017-18.
    - Ms. Schlatter seconded.
    - Discussion: Tanya Rogers reviewed the First Interim Budget report. This reflects adjustments based on lower than expected ADA. Citrus is now eligible to receive federal revenues. We also received the SB740 facility grant, while still qualifying as a non-classroom based charter.
    - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

12. **Action: Acceptance of Annual Audit for Fiscal Year 2016-17**
    - Ms. Schlatter moved to approve the Annual Audit for Fiscal Year 2016-17.
    - Mr. Brejnak seconded.
    - Discussion: Tanya Rogers reviewed the audit report which reflected a clean audit with no findings.

- Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

13. **Action: Second Reading and Approval of Board Policy 5014.4, Document Destruction and Retention**
    - Ms. Schlatter moved to approve the BP 5014.4 – Document Destruction and Retention upon Second Reading.
    - Mr. Brejnak seconded.
    - Discussion: The policy was presented for First Reading at our previous meeting.
    - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

14. **Action: Approval of Deposit of Revolving Loan Fund**
    - Mr. Brejnak moved to approve the deposit of funds from the Revolving Loan Fund.
    - Ms. Schlatter seconded.
    - Discussion: Tanya Rogers explained that the state issued a disbursement from the Revolving Loan Fund without an official request from us. Tanya recommends that Citrus move forward with depositing the funds due to the fact that this is the most economical source of funds.
    - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

15. **Action: Approval of Resolution 2018-03, Participation Agreement with El Dorado SELPA**
    - Ms. Johnson moved to approve Resolution 2018-03, Participation Agreement with El Dorado SELPA.
    - Ms. Schlatter seconded.
    - Discussion: Robert Hennings explained the resolution with is required by El Dorado SELPA to outline the participation between Citrus Springs and the SELPA.
    - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted

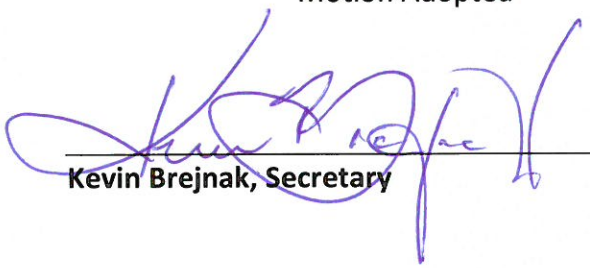
16. **Information: Superintendent's Report**
    - Dr. Hermsmeyer reviewed the Superintendent's report, providing updates on mastery-based grading, department restructuring, enrollment and network updates.

17. **Closed Session: In Accordance with Gov Code Section 54957.1/54957.9**
    - Conference Regarding Potential Litigation: Employee #193472

18. **Open Session: In Accordance with Gov Code Section 54957.1/54957.9**
    - Public Report of Action regarding Potential Litigation: Employee #193472
        - No Action Taken

19. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
    - **Ms. Johnson:** Has Reginald Wadlington's position been filled?
        - Springs Inc. is meeting tomorrow to discuss recent interviewees and to possibly appoint a new member.

20. **Action: Motion to Adjourn the Meeting**
    - Ms. Johnson moved to adjourn the meeting at 4:42 p.m.
    - Ms. Schlatter seconded.
    - Vote: 4 Ayes: Shurance, Brejnak, Johnson, Schlatter 0 Noes; 2 Absent: Vawter, Solomon; Motion Adopted



Kevin Brejnak, Secretary

2/5/18

Date