EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

December 7, 2017

9:00 a.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:

Marlene Darrow, Board Chair	Kathleen Hermsmeyer, Superintendent
Craig Schneider, Vice Chair	Amy Podratz, Asst. Supt. of Admin Operations
Justin Moldenhauer, Secretary	Tanya Rogers, Asst. Supt. of Business
Jessica Large, Board Director	Diane Anvari, Asst. Supt. of Personnel
Robin Mammoth, Board Director	Robert Hennings, Asst. Supt. of Pupil Services
Steaven Chan, Board Director	Chris Lemke, Director of Guidance
	Natali South, Director of Executive Support

1. **Action: Call to Order & Pledge of Allegiance**
   - Ms. Darrow called the meeting to order at 9:14 a.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
   - Mr. Schneider moved to approve the agenda.
   - Mr. Moldenhauer seconded.
   - Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

3. **Action: Approval of Minutes from September 7, 2017**
   - Ms. Mammoth moved to approve the Minutes from the September 7, 2017 meeting.
   - Mr. Chan seconded.
   - Discussion: None
   - Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

4. **Action: Approval of Consent Agenda**
   - Mr. Moldenhauer moved to approve the Consent Agenda including Personnel Action Report, Warrant Registers, i-Ready Pro-Forma invoice ratification, Illuminate contract ratification.
   - Mr. Schneider seconded.
   - Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

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

6. **Presentation: Student Recognition**
   - Collin Jun was recognized by the Board and Superintendent for earning recognition from Johns Hopkins Center of Talented Youth in their 2017 Talent Search.

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

8. **Information: Section 504 Service Plan Handbook**
   - Chris Lemke presented the Section 504 Service Plan Handbook, and reviewed the distinction between 504s, IEPs and other Special Education designations.

9. **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.

10. **Information: Mid-Year LCAP Progress Report**
    - Amy Podratz discussed the LCAP Progress Report and answered Board members questions.

11. **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. The local indicators reflect the self-reporting components of the information, and will be updated annually.

12. **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.

13. **Action: Approval of First Interim Budget 2017-18**
    - Mr. Chan moved to approve the First Interim Budget for 2017-18.
    - Mr. Moldenhauer seconded.

- Discussion: Tanya Rogers reviewed the First Interim Budget report highlighting any differences between earlier projections.
- Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

14. **Action: Acceptance of Annual Audit for Fiscal Year 2016-17**
    - Mr. Schneider moved to approve the Annual Audit for Fiscal Year 2016-17.
    - Ms. Mammoth seconded.
    - Discussion: Tanya Rogers reviewed the audit report which reflected a clean audit with no findings.
    - Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

15. **Action: Second Reading and Approval of Board Policy 5014.4, Document Destruction and Retention**
    - Ms. Mammoth moved to approve the BP 5014.4 – Document Destruction and Retention upon Second Reading.
    - Mr. Chan seconded.
    - Discussion: The policy was presented for First Reading at our previous meeting.
    - Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

16. **Action: Second Reading and Approval of Long Distance Travel – Venture Online Staff**
    - Mr. Schneider moved to approve the long distance travel request for out-of-state Venture Online staff to attend departmental staff development meetings.
    - Mr. Moldenhauer seconded.
    - Discussion: Andrea Leib presented the topics that will be discussed at the training.
    - Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

17. **Closed Session: In Accordance with Gov Code Section 54957.1/54957.9 – Entered into at 10:35 a.m.**
    - Conference regarding Existing Litigation: Student #1004195 Settlement Agreement
    - Conference regarding Potential Litigation: Employee #193472
    - Employee Evaluation - Superintendent

18. **Open Session: In Accordance with Gov Code Section 54957.1/54957.9 – Entered into at 11:58 a.m.**
    - Public Report of Action regarding Existing Litigation: Student #1004195Settlement Agreement
        - The Board approved the settlement agreement.
    - Public Report of Action regarding Potential Litigation: Employee #193472
        - No action to report
    - Public Report of Action regarding Employee Evaluation – Superintendent
        - The Board completed the Superintendent's evaluation for the 2016-17 school year and expressed their appreciation of her accomplishments.

19. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
    - Mr. Moldenhauer: Merry Christmas to my fellow Board members and staff.
    - Ms. Mammoth: Merry Christmas to all of you!
    - Mr. Chan: What efforts are being made for improvement in math achievement?
        - Dr. Hermsmeyer indicated that this is a focus, and various changes have been made with regard to some of our curriculum and delivery methods.
    - Ms. Darrow: It's been an eventful year. I was diagnosed with cancer earlier this year. I am thankful to be in the last stages of radiation. I am looking forward to a new year!

20. **Action: Motion to Adjourn the Meeting**
    - Mr. Schneider motioned to adjourn the meeting at 12:04 p.m.
    - Mr. Moldenhauer seconded.
    - Vote: 6 Ayes: Darrow, Moldenhauer, Schneider, Large, Mammoth, Chan; 0 Noes; 1 Absent: Burt Motion Adopted

Justin Moldenhauer, Secretary

2/8/18
Date