RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

12:00 p.m.

December 7, 2017

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:

Carl Burke, Chair	Kathleen Hermsmeyer, Superintendent
Sheila Ryle, Vice Chair	Amy Podratz, Asst. Supt. of Business Operations
Stephen Darrow, Secretary	Tanya Rogers, Asst. Supt. of Business
Chuck Vela, Treasurer	Phil Hermsmeyer, Asst. Supt. of IT/Facilities
Jessica Mercer, Board Director	Dave Black, Director of Facilities
Charlene Ponzio, Board Director	Natali South, Director of Executive Support
Reginald Wadlington, Board Director	Linda Parks, Legal Counsel

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

2. **Action: Approval of Agenda**
   - Ms. Ryle moved to approve the agenda.
   - Ms. Ponzio seconded.
   - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Minutes from November 27, 2017**
   - Mr. Vela moved to approve the Minutes from the November 27, 2017 meeting.
   - Mr. Wadlington seconded.
   - Discussion: None
   - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Consent Agenda**
   - Ms. Ponzio moved to pull the OPR contract from the Consent Agenda, and approve the remainder of the Consent Agenda, including: Warrant Registers, Personnel Action Report, Certification of Signatures, Donation of Materials, Contract Ratifications: I. Ramirez.
   - Mr. Vela seconded.
   - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

   - Ms. Ponzio moved to approve the OPR contract.
   - Ms. Ryle seconded
   - Discussion: The Board asked about the services covered by this contract, and if there are plans to continue with OPR beyond this renewal.
     - Dr. Hermsmeyer indicated that OPR was very helpful with coordinating meetings with city officials for our Magnolia opening. With other building projects in the works, we want to continue with OPR for at least one more six-month extension. It will be evaluated at that time whether or not to renew again.
   - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

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

Lunch Recess & Discussion

The Board took a brief recess for lunch to be served and to discuss current Charter School issues.

6. **Information: Superintendent's Report**
   - Dr. Hermsmeyer reviewed the Superintendent's report and updated the Board on recent events and accomplishments. We are proud to have earned third place in Press Enterprise Top Workplace's large-employer category.

7. **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.

8. **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.

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

10. **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.

11. **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.

12. **Information: Bond Update**
   - Tanya Rogers provided the Board with an update on all projects covered under the existing bond. Phil Hermsmeyer provided information on progress toward our second bond pursuit.

13. **Information: National School Lunch Program Update**
   - Tanya Rogers informed the Board that 33,000 meals have been served at our four sites currently enrolled in NSLP.

14. **Action: Approval of First Interim Budget 2017-18**
   - Ms. Ponzio moved to approve the First Interim Budget for 2017-18.
   - Ms. Ryle seconded.
   - Discussion: Tanya Rogers reviewed the First Interim Budget report. Our actual enrollment is higher than projected, and this budget reflects the increased revenue and costs associated with this growth.
   - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

15. **Action: Acceptance of Annual Audit for Fiscal Year 2016-17**
   - Ms. Ryle moved to approve the Annual Audit for Fiscal Year 2016-17.
   - Ms. Ponzio seconded.
   - Discussion: Tanya Rogers reviewed the audit report which reflected a clean audit with no findings.
   - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

16. **Action: Approval of i-Ready Contract**
   - Mr. Wadlington moved to approve the i-Ready Contract.

- Mr. Vela seconded.
- Discussion: Staff discussed the benefits of using i-Ready in our classrooms for our assessments.
- Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

17. **Action: Approval of Kelly Services Contract**
    - Mr. Vela moved to approve the Kelly Services Contract with corrections to the date.
    - Mr. Darrow seconded.
    - Discussion: Dr. Hermsmeyer explained that contracting with Kelly Services is beneficial when we need substitute teachers beyond our own sub pool.
    - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

18. **Closed Session: In Accordance with Gov Code Section 54957.1/54957.9 – Entered into at 2:05 p.m.**
    - Conference regarding Existing Litigation: Gibson Girls vs. RSCS & Hermsmeyer
    - Conference regarding Potential Litigation: Employee #193472
    - Conference with Real Property Negotiator: MR- 43040

19. **Open Session: In Accordance with Gov Code Section 54957.1/54957.9 – Entered into at 2:49**
    - Public Report of Action regarding Existing Litigation: Gibson Girls vs. RSCS & Hermsmeyer
        - No action to report
    - Public Report of Action regarding Potential Litigation: Employee #193472
        - No action to report
    - Public Report of Action with Real Property Negotiator: MR- 43040
        - The Board authorized Phil Hermsmeyer to proceed with the purchase of this property within the financial limitations established.

20. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
    - Ms. Ponzio: Thank you for my birthday gift. I really enjoyed attending the CSBA conference. Congratulations to Tanya and staff for the clean audit. Merry Christmas to my fellow Board members.
    - Mr. Wadlington: Merry Christmas to all.
    - Ms. Mercer: Congratulations on the perfect audit. It shows how on top of everything our staff is! I was glad to see that our students have the opportunity for paid internships.
    - Mr. Darrow: Thanks for the conciseness of our Board reports and meetings.
    - Mr. Vela: Can we get an update next month about getting our student Board member to join us?
    - Ms. Ryle: Thanks to the Board and staff for working so hard! Congratulations for

being named a Top Workplace!

- Mr. Burke: Thanks to staff, and congratulations on the accomplishments. I'd like to thank Charlene for bringing information from the conference she just attended. It was helpful to hear the charter school landscape.

21. **Action: Motion to Adjourn the Meeting**
    - Mr. Wadlington motioned to adjourn the meeting at 3:00 p.m.
    - Mr. Darrow seconded.
    - Vote: 7 Ayes: Burke, Ryle, Vela, Darrow, Mercer, Ponzio, Wadlington; 0 Noes; 0 Absent; Motion Adopted

Steve Darrow — 2/8/18

Stephen Darrow, Secretary **Date**