HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR CALLED MEETING
MINUTES

December 12, 2017

4:00 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:

Pam Rivas, Vice Chair Cheryl LaCount, Secretary Rachel Couch, Treasurer Gene Swank, Board Director	Kathleen Hermsmeyer, Superintendent Tanya Rogers, Asst. Superintendent of Business Robert Hennings, Asst. Supt. of Pupil Services Natali South, Director of Executive Support

1. **Action: Call to Order & Pledge of Allegiance**
   - Ms. Rivas called the meeting to order at 4:09 p.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
   - Ms. Couch moved to approve the agenda.
   - Ms. LaCount seconded.
   - Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

3. **Action: Approval of Minutes from September 7, 2017**
   - Mr. Swank moved to approve the Minutes from the September 7, 2017 meeting.
   - Ms. LaCount seconded.
   - Discussion: None
   - Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

4. **Action: Approval of Consent Agenda**
   - Ms. Couch moved to approve the Consent Agenda including Personnel Action Report,

Warrant Registers, i-Ready Pro-Forma invoice ratification.

- Ms. Rivas seconded.
- Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

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

6. **Information: Superintendent's Report**
   - Dr. Hermsmeyer reviewed the Superintendent's report and provided network-wide updates. She indicated that our Vista Springs petition has been submitted to the state, and will be reviewed by the Advisory Commission on Charter Schools in February, prior to the March State Board of Education vote.

7. **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.

8. **Information: Health Services Department Report**
   - Robert Hennings reviewed the report provided by Kelly Ouellette, our school nurse. The report 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**
   - Tanya Rogers discussed the LCAP Progress Report and answered Board members questions. Staff will provide resources as requested.

10. **Information: State Priority Local Indicators**
    - Tanya Rogers 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. **Action: Approval of First Interim Budget 2017-18**
    - Mr. Swank moved to approve the First Interim Budget for 2017-18
    - Ms. Couch seconded.
    - Discussion: Tanya Rogers reviewed the First Interim Budget report. This reflects adjustments based on lower than expected ADA.

- Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

13. **Action: Acceptance of Annual Audit for Fiscal Year 2016-17**
    - Ms. LaCount moved to approve the Annual Audit for Fiscal Year 2016-17.
    - Ms. Rivas seconded.
    - Discussion: Tanya Rogers reviewed the audit report which reflected a clean audit with no findings.
    - Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

14. **Action: Second Reading and Approval of Board Policy 5014.4, Document Destruction and Retention**
    - Ms. Couch moved to approve the BP 5014.4 – Document Destruction and Retention upon Second Reading.
    - Mr. Swank seconded.
    - Discussion: The policy was presented for First Reading at our previous meeting.
    - Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

15. **Action: Approval of Participation in El Dorado SELPA – Pacific Springs**
    - Ms. Rivas moved to approve the participation agreement with El Dorado SELPA for Pacific Springs.
    - Ms. Couch seconded.
    - Discussion: Robert Hennings explained the requirement for schools to participate in a SELPA for Special Education oversight.
    - Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

16. **Action: Approval of Participation in El Dorado SELPA – Vista Springs**
    - Ms. Couch moved to approve the participation agreement with El Dorado SELPA for Vista Springs.
    - Ms. LaCount seconded.
    - Discussion: Robert Hennings explained the requirement for schools to participate in a SELPA for Special Education oversight.
    - Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

17. **Closed Session: In Accordance with Gov Code Section 54957.1/54957.9 – Entered into at 5:20 p.m.**
    - 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 6:13 p.m.**
    - 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 2016-17, and expressed their appreciation for her efforts and accomplishments.

19. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
    - Ms. LaCount: I went to CSDC, and really enjoyed the conference.
    - Ms. Couch: I went to the same conference, and also enjoyed it very much. I am enjoying my role as Treasurer, because it's challenging me to consider things from a financial perspective. I'd like to have a speaker come to talk to the Board about a Wellness Program.
    - Mr. Swank: I was recently approached to see if our school is interested in operating an after-school program. I will forward the information to Kathleen for her consideration.

20. **Action: Motion to Adjourn the Meeting**
    - Ms. LaCount motioned to adjourn the meeting at 6:24 p.m.
    - Mr. Swank seconded.
    - Vote: 4 Ayes: Rivas, LaCount, Couch, Swank; 0 Noes; 3 Absent: Johnson, Fetherolf, Chan; Motion Adopted

Cheryl LaCount

Cheryl LaCount, Secretary

2/8/18

Date