

**RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS**  
27740 JEFFERSON AVENUE • TEMECULA, CA 92590

**REGULAR MEETING**  
**MINUTES**

**September 13, 2018**  
**12:00 p.m. Closed Session**  
**1:00 p.m. Open Session**

*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:**

Sheila Ryle, Board Chair Chuck Vela, Vice Chair Jessica Mercer, Secretary Reginald Wadlington, Treasurer Stephen Darrow, Board Director Carl Burke, Board Director Makenna Blackman, Student Representative	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Supt. of Business Operations Tanya Rogers, Asst. Supt. of Business Phil Hermsmeyer, Asst. Supt. of IT/Facilities Vivian Price, Asst. Supt. of Education Natali South, Director of Executive Support Liz Copeland, Director of Assessment Mitch Aulakh, Data Intelligence Coordinator Linda Parks, Legal Counsel
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- 1. Action: Call to Order – Closed Session**
  - Mr. Burke called the Closed Session portion of the meeting to order at 12:07 p.m.
    - Conference with Legal Counsel regarding Potential Litigation:  
Employee # 193472 & #061193
    - Employee Performance: Employee #193721
- 2. Action: Call to Order – Open Session**
  - Mr. Burke called the Open Session portion of the meeting to order at 1:11 p.m. and led the Pledge of Allegiance.
- 3. Action: Public Report of Action Taken Closed Session**
  - Conference with Legal Counsel regarding Potential Litigation:  
Employee # 193472 & #061193
    - No Action to Report
  - Employee Performance: Employee #193721

- The Board directed the item to be taken back to staff for completion.

**4. Action: Approval of Agenda**

- Ms. Ryle moved to approve the agenda.
- Mr. Wadlington seconded.
- Discussion: None
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**5. Action: Approval of Minutes from August 14, 2018**

- Ms. Ryle moved to approve the Minutes from the August 14, 2018 meeting.
- Mr. Mercer seconded.
- Discussion: None
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**6. Action: Election of Officers & Appointment of Subcommittees**

- Mr. Wadlington moved to renew Chuck Vela, Carl Burke & Jessica Mercer for their second terms, expiring June 30, 2021, and to appoint Makenna Blackman as a non-voting student member for 2018-19.
- Mr. Darrow seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
  
- Mr. Burke moved to elect Sheila Ryle as Board Chair.
- Mr. Wadlington seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
  
- Mr. Burke moved to elect Chuck Vela as Vice Chair.
- Ms. Ryle seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
  
- Ms. Ryle moved to elect Jessica Mercer as Secretary.
- Mr. Wadlington seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
  
- Ms. Ryle moved to elect Reginald Wadlington as Treasurer.
- Mr. Vela seconded.

- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
- Mr. Burke moved to appoint Chuck Vela, Charlene Ponzio, and Sheila Ryle to the Superintendent's Evaluation Subcommittee.
- Mr. Wadlington seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
- Mr. Vela moved to appoint Jessica Mercer, Stephen Darrow and Reginald Wadlington to the Asst. Superintendent's Evaluation Subcommittee.
- Ms. Ryle seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
- Ms. Ryle moved to appoint Carl Burke as the River Springs' Board volunteer on the Succession Plan Committee for 2018-2019.
- Ms. Mercer seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**7. Action: Approval of Consent Agenda**

- Mr. Burke moved to remove Ross Fence and Moore Flooring from the Consent Agenda, and approve the remainder of the Consent Agenda consisting of the Warrant Registers, PARs, and Contract Ratifications for PD Play and Green Care Companies.
- Ms. Mercer seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
- Mr. Burke moved to approve the contract with Ross Fence at Bear River.
- Mr. Darrow seconded.
- Discussion: Mr. Burke asked why the fence for this location was chosen to be 6' tall. Mr. Hermsmeyer provided an explanation regarding jurisdictional requirements. Mr. Darrow asked how many linear feet were included in the contract. Mr. Hermsmeyer did not know the specific footage, however he described the locations that will be fenced.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted
- Mr. Burke moved to approve the contract with Moore Flooring for iShine.
- Mr. Wadlington seconded.

- Discussion: Mr. Darrow noted an error on the Executive Summary. The typo was not related to the terms of the contract, so the item was voted on.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**8. Information: PUBLIC COMMENTS**

- None

**9. Information: Superintendent's Report**

- Kathleen Hermsmeyer reviewed the Superintendent's report and reviewed recent activities throughout the network. Additionally, Tanya Rogers provided an update on our school lunch program. Amy Podratz provided an enrollment update.

**10. Information: Student Achievement**

- Liz Copeland and Mitch Aulakh indicated that River Springs experienced an impressive growth in ELA and in math, overall. Data for the individual sites and programs was presented. Comparative data will be brought forward at a future meeting.

**11. Information: First Reading of Board Policy BP 2002.1 – Access to Public Records**

- Tanya Rogers reviewed BP2002.1 – Access to Public Records. This policy was presented for first reading. The policy language will be adjusted to reflect “reasonable cost” when brought back for approval. This will allow staff to determine the actual cost related to the copying of the information requested. The policy, with this change, will be brought forward at a future meeting.

**12. Discussion: Board Terms**

- The Board engaged in a discussion regarding any potential benefits or drawbacks to revising the Bylaws to extend the term limits to three consecutive Board terms as opposed to the current limit of two. The consensus was to leave the Bylaws as written at this time.

**13. Information: Bond Update**

- Tanya Rogers reviewed the Bond Update, and reviewed the status of each of the projects covered by the Bonds.

**14. Action: Approval of Superintendent's Goals 2018-2019**

- Mr. Burke moved to approve the Superintendent's Goals for 2018-19.
- Mr. Vela seconded.
- Discussion: Dr. Hermsmeyer reviewed the Superintendent's Goals for the upcoming year.

- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**15. Action: Approval of Unaudited Actuals**

- Ms. Ryle moved to approve the Unaudited Actuals report.
- Ms. Mercer seconded.
- Discussion: Tanya Rogers reviewed the financial report provided in the Board packet and reviewed specific information. She indicated that there will be some adjustments made prior to the final report, which will be audited and brought forward for approval at a future meeting.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**16. Action: Approval of Policy Changes**

- Mr. Wadlington moved to approve technical amendments to Board policies.
- Mr. Burke seconded.
- Discussion: Amy Podratz indicated that policies were recently reviewed and those needing technical corrections or updates were brought forward. The Board reviewed redlined versions of the policies. One correction was noted for BP 7001.1. The reimbursement amount will be corrected to reflect \$250 for subcommittee stipends, and the correction will be made prior to posting the updated policy.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**17. Action: Approval of Position Control System**

- Mr. Burke moved to approve the Position Control System.
- Mr. Wadlington seconded.
- Discussion: Doug House indicated that the PCS lists each position within the organization and the salary scales associated with each position. The PCS is reviewed and approved annually.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**18. Action: Approval of Lease Addendum – Hemet Girard**

- Mr. Wadlington moved to approve the addendum to the lease with our Hemet Girard, which would extend the lease by three years.
- Mr. Darrow seconded.
- Discussion: Phil Hermsmeyer reviewed the terms of the lease.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**19. Action: Approval of Long Distance Travel: -NAME Conference**

- Ms. Mercer moved to approve long distance travel for Saleena Santiago to attend the NAME conference.
- Mr. Vela seconded.
- Discussion: Robert Hennings described the conference and the benefits of sending Saleena to this conference which is related to our medical programs.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**20. Action: Approval of Long Distance Travel: -iNacol Conference**

- Mr. Vela moved to approve long distance travel for Vivian Price to attend the iNacol conference.
- Mr. Burke seconded.
- Discussion: None.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**21. Action: Approval of Long Distance Travel: Learning and the Brain**

- Mr. Wadlington moved to approve long distance travel for Katherine Pangle, Tammy Jackson, Shane Wickwire and an additional staff member (TBD) to attend the Learning and the Brain conference.
- Mr. Darrow seconded.
- Discussion: Vivian Price provided an overview of the topics that will be offered at this year's Learning and the Brain conference, and indicated that this conference always delivers valuable content.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

**22. Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**

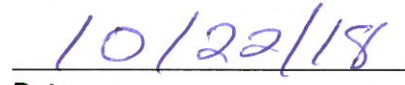
- Ms. Mercer: I want to thank those who were involved in creating the beautiful Orientation to the Springs Way portfolios. They are beautiful, and a great tool for new employees. I really like the check-in system at the sites; we cannot take security too seriously.
- Mr. Vela: Glad to have Makenna back. Looking forward to another great year.
- Mr. Burke: I share Jessica's kudos for the orientation book. I want to welcome Makenna back! I was able to attend two Shakespeare in the Vines presentations this year. They were amazing.
- Makenna Blackman: I went to Ghana this summer to do service projects. I was able to teach English while I was there.
- Ms. Ryle: Thanks to for my fellow board members for being patient with me as I learn my way through being the Board Chair.

- Mr. Wadlington: I want to thank Carl Burke for his service last year as Chair. He served as a great example, and I learned a lot. Is it possible to get an electronic version of the portfolio?
  - Staff will look into that.
- Mr. Darrow: Can Board members get calendar invites or notification of upcoming activities, especially the fund raisers?
  - Staff will work on doing that!

**23. Action: Motion to Adjourn the Meeting**

- Mr. Vela moved to adjourn the meeting at 3:01 p.m.
- Ms. Mercer seconded.
- Vote: 6 Ayes: Ryle, Vela, Darrow, Mercer, Wadlington, Burke; 1 Absent: Ponzio; 0 Noes; Motion Adopted

  
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Jessica Mercer, Secretary

  
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Date

