

CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27749 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR MEETING MINUTES

September 10, 2018

3:00 p.m.

27740 Jefferson Ave., 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 Kevin Brejnak, Board Director Sarah Schlatter, Board Director Joline Johnson, Board Director Lauren Rugge, Board Director Don Vawter, Board Director arrived at 3:10 p.m.	Kathleen Hermsmeyer, Superintendent Amy Podratz: Asst. Superintendent of Admin Ops Tanya Rogers, Asst. Superintendent of Business Diane Anvari, Asst. Superintendent of HR Robert Hennings, Asst. Superintendent Pupil Services Vivian Price, Asst. Superintendent of Education Natali South, Director of Executive Support
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- Action: Call to Order**
 - Mr. Shurance called the meeting to order at 3:05 p.m. and led the Pledge of Allegiance.
- Action: Approval of Agenda**
 - Ms. Johnson moved to approve the agenda.
 - Mr. Brejnak seconded.
 - Vote: 4 Ayes: Shurance, Brejnak, Rugge, Johnson, 0 Noes; 3 Absent: Solomon, Vawter, Schlatter; Motion Adopted
- Action: Approval of Minutes from August 14, 2018**
 - Mr. Brejnak moved to approve the Minutes from the August 14, 2018 meeting.
 - Ms. Johnson seconded.
 - Discussion: None
 - Vote: 4 Ayes: Shurance, Brejnak, Rugge, Johnson, 0 Noes; 3 Absent: Solomon, Vawter, Schlatter; Motion Adopted
- Activity: Election of Officers & Appointment of Subcommittees**
 - Ms. Johnson moved to elect Mike Shurance as Board Chair.
 - Ms. Rugge seconded.
 - Vote: 4 Ayes: Shurance, Brejnak, Rugge, Johnson, 0 Noes; 3 Absent: Solomon, Vawter, Schlatter; Motion Adopted

- Ms. Johnson moved to elect Kevin Brejnak as Vice Chair.
- Mr. Shurance seconded.
- Vote: 4 Ayes: Shurance, Brejnak, Rugge, Johnson, 0 Noes; 3 Absent: Solomon, Vawter, Schlatter; Motion Adopted

- Ms. Johnson moved to elect Sarah Schlatter as Secretary.
- Mr. Brejnak seconded.
- Vote: 4 Ayes: Shurance, Brejnak, Rugge, Johnson, 0 Noes; 3 Absent: Solomon, Vawter, Schlatter; Motion Adopted

- Ms. Johnson moved to elect Lauren Rugge as Treasurer.
- Mr. Shurance seconded.
- Vote: 4 Ayes: Shurance, Brejnak, Rugge, Johnson, 0 Noes; 3 Absent: Solomon, Vawter, Schlatter; Motion Adopted

- Ms. Johnson moved to appoint to Joline Johnson & Lauren Rugge to the Superintendent's Evaluation Subcommittee.
- Mr. Brejnak seconded.
- Vote: 4 Ayes: Shurance, Brejnak, Rugge, Johnson, 0 Noes; 3 Absent: Solomon, Vawter, Schlatter; Motion Adopted

- Mr. Brejnak moved to appoint as Don Vawter the Citrus Springs' Board volunteer on the Succession Plan Committee for 2018-2019.
- Ms. Johnson seconded.
- Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted

5. Information: Reappointment of Board Members

- Natali South indicated that Springs Inc. reappointed Sarah Schlatter, Kevin Brejnak & Joline Johnson to their second three-year terms, which will expire on June 30, 2021.

6. Action: Approval of Consent Agenda

- Ms. Johnson moved to approve the Consent Agenda consisting of Warrants and PARs.
- Mr. Brejnak seconded.
- Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted

7. Information: PUBLIC COMMENTS

- Staff from Santa Ana introduced themselves and indicated their position and duties at the campus.

8. Information: Superintendent's Report

- Dr. Hermsmeyer reviewed the Superintendent's report and provided updates on network-wide activities. The Board and staff engaged in a conversation related to Instructional Funds and services provided to Homeschool families. The Board requested to see the information regarding the products and services available to our families at the next Board meeting.

9. Information: Student Achievement

- Vivian Price indicated that Citrus experienced an impressive 5% growth in ELA and 8% in math, overall. Comparative data was not available by the date of this meeting and will be brought forward at a future meeting.

10. 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 and will be brought forward at the next regular meeting for approval. The Board commented that the per-page charge seemed excessive. It was determined that the policy language would be adjusted to reflect “reasonable cost”. 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.

11. Action: Approval of Superintendent’s Goals

- Ms. Johnson moved to approve the Superintendent’s Goals for 2018-19.
- Mr. Shurance seconded.
- Discussion: Dr. Hermsmeyer reviewed the Superintendent’s Goals for the upcoming year.
- Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted

12. Action: Approval of Unaudited Actuals

- Mr. Brejnak moved to approve the Unaudited Actuals report.
- Ms. Johnson seconded.
- Discussion: Tanya Rogers reviewed the financial report provided in the Board packet and reviewed specific information. The auditors have been scheduled for their annual audit, and the fully audited report will come forward for approval in December.
- Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted

13. Action: Approval of Resolution 2019-01

- Ms. Johnson moved to approve Resolution 2019-01.
- Ms. Rugge seconded.
- Discussion: Tanya Rogers indicated that this document formalizes the signature requirements with the Treasury Department.
- Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted

14. Action: Approval of Policy Changes

- Ms. Johnson moved to approve technical amendments to Board policy #3003.1, Credit Cards.
- Mr. Brejnak seconded.
- Discussion: Amy Podratz indicated that the policy changes were technical in nature, and
- Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted

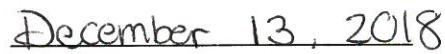
15. Action: Approval of Position Control System

- Ms. Johnson moved to approve the Position Control System
- Ms. Rugge seconded.

- Discussion: Diane Anvari indicated the attached packet lists each position within the organization and the salary scales associated with each position. The PCS is reviewed and approved annually.
 - Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted
16. **Closed Session: In Accordance with Gov Code Section 54957.1/54957.9 Entered into at 4:18 p.m.**
- Conference Regarding Potential Litigation: Employee #193472 & #061193
17. **Open Session: In Accordance with Gov Code Section 54957.1/54957.9 Entered into at 4:23 p.m.**
- Public Report of Action regarding Potential Litigation: Employee #193472 & #061193
 - No Action Taken
18. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
- Ms. Johnson: How was the feedback from adjusting the format of Pechanga?
 - Dr. Hermsmeyer indicated that overall, the changes were favorable. It seems that having the Parent Day event at regional sites was preferred. It was challenging to accommodate the number of children that attended.
 - Mike Shurance: As a reminder, I would like to know if and/or how Ed Code 35168: Inventory Control applies to charters.
19. **Action: Motion to Adjourn the Meeting**
- Ms. Johnson moved to adjourn the meeting at 4:27 p.m.
 - Mr. Brejnak seconded.
 - Vote: 5 Ayes: Shurance, Brejnak, Rugge, Johnson, Vawter; 0 Noes; 2 Absent: Solomon, Schlatter; Motion Adopted



Sarah Schlatter, Secretary



Date