

**HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS
27740 JEFFERSON AVE • TEMECULA, CA 92590**

**REGULAR CALLED MEETING
MINUTES**

**December 13, 2018
27740 Jefferson Ave.
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, Chair Cheryl LaCount, Vice Chair Gene Swank, Treasurer Rachel Couch, Secretary Louis Fetherolf, Board Director Marlene Darrow, Board Director Liz Johnson, Board Director	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent of Operations Tanya Rogers, Asst. Superintendent of Business Robert Hennings, Asst. Superintendent, Pupil Services Vivian Price, Asst. Superintendent, Education Diane Anvari, Asst. Superintendent, Personnel Mitch Aulakh, Data Intelligence Coordinator Natali South, Director of Executive Support Katherine Van Leeuwen, Data Coordinator
--	--

1. **Action: Call to Order**
 - Ms. Rivas called the meeting to order at 4:35 p.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
 - Mr. Fetherolf moved to approve the agenda.
 - Mr. Swank seconded.
 - Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Minutes from September 13, 2018**
 - Ms. Couch moved to approve the Minutes from the September 13, 2018 meeting.
 - Ms. LaCount seconded.
 - Discussion: None
 - Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Ms. Darrow moved to approve the Consent Agenda consisting of Warrants and PAR and contract ratification for Lease with SCOM, LLC for Salton Sea.
 - Ms. LaCount seconded.
 - Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted
5. **Information: PUBLIC COMMENTS**
 - None
6. **Information: Superintendent's Report**
 - Dr. Hermsmeyer reviewed the Superintendent's report, provided updates on network-wide activities, and discussed legislative issues related to Charter Schools.
7. **Information: LCAP Update**
 - Amy Podratz provided an update regarding LCAP and our progress on each of the goals network-wide. Harbors' specific data will be available in June.
8. **Information: 2018 CAASPP Update**
 - Mitch Aulakh provided additional CAASPP data for Harbor Springs'. General information was provided at a previous meeting. Now that subgroup data was available, additional information about this program's achievement data was provided.
9. **Information: First Reading of Board Policy BP 5005.1 Medications for Students**
 - Robert Hennings reviewed the policy for Medications for Students. Robert indicated that over recent years there have been some legislative changes that required updating the language in our policy. There were grammar revisions requested, and the policy will be brought forward for approval at the next meeting.
10. **Action: Approval of Dashboard Reporting to CDE**
 - Ms. Johnson moved to approve the Dashboard Reporting to CDE.
 - Ms. LaCount seconded.
 - Discussion: Katherine Van Leeuwen reviewed the local indicators on the Dashboard. All of our local measures were met, and the information will be reported to the CDE. Next year's report will show comparative data across three years.
 - Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted
11. **Action: Approval of First Interim Budget 2018-19**
 - Mr. Swank moved to approve the First Interim Budget.
 - Mr. Fetherolf seconded.

- Discussion: Tanya Rogers reviewed the First Interim Budget. Harbor Springs is 25 ADA above projected.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

12. Action: Approval of Audited Actuals

- Mr. Fetherolf moved to approve the Audited Actuals report.
- Mr. Swank seconded.
- Discussion: Tanya Rogers indicated that the Audited Actuals report resulted in a positive fund balance and resulted in zero findings. The information will be provided to our authorizer and other agencies.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

13. Action: Approval of Bank Signer Card

- Ms. LaCount moved to approve the Bank Signer Card.
- Ms. Johnson seconded.
- Discussion: Tanya Rogers indicated that a change in staffing necessitated the update to the authorized signers.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

14. Action: Second Reading and Approval of Policy 2002.1 – Access to Public Records

- Ms. Couch moved to approve Board Policy 2002.1 – Access to Public Records.
- Ms. Johnson seconded
- Tanya Rogers explained that the only change made to this policy since first reading was at the Board’s request to change the per-page charge to a “reasonable fee.”
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

15. Action: Approval of Revised Board Policy 7001.1 Conflict of Interest Code

- Ms. Johnson moved to approve revised Board Policy 7001.1 Conflict of Interest Code.
- Ms. Couch seconded.
- Discussion: Natali South indicated that we are updating our Conflict of Interest Code in order to list updated titles of required filers and also to indicate that the original forms will be maintained at our administrative offices.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

16. Closed Session – Entered into at 5:46 p.m.

- Evaluation of Public Employee – Superintendent

17. **Open Session – Entered into at 6:02**

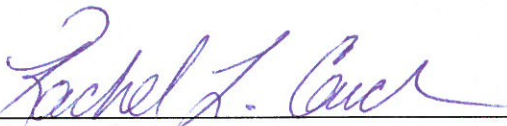
- Public Report of Action Taken in Closed Session
 - Evaluation of Public Employee – Superintendent
 - The Evaluation Subcommittee reviewed the evaluation report with the rest of the Board. The Superintendent received a positive review with valuable feedback.

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

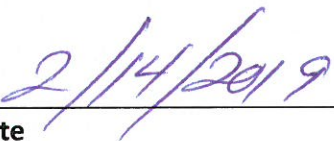
- Mr. Swank: I was glad to participate in the Dress for Success event, and I was very impressed with the event and with Judy and Rosario who facilitated it. I was able to suggest some additional resources. Also, I'd like to work with marketing and help to generate some press opportunities.
- Mr. Fetherolf: I was at the same event and the leaders were very receptive to feedback.

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

- Mr. Fetherolf moved to adjourn the meeting at 6:10 p.m.
- Ms. Couch seconded.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted



Rachel Couch, Secretary



Date