

# PACIFIC SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27749 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

December 13, 2018

*Immediately Following Harbor Springs Board Meeting  
27740 Jefferson Ave., Temecula, 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:

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
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- Action: Call to Order**
  - Ms. Rivas called the meeting to order at 6:12 p.m.
- 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
- Action: Approval of Minutes from September 13, 2018**
  - Ms. Rivas moved to approve the Minutes from the September 13, 2018 meeting.
  - Ms. Couch seconded.
  - Discussion: None
  - Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted
- Action: Approval of Consent Agenda**

- Ms. Darrow moved to approve the Consent Agenda consisting of Warrants and PAR and contract ratifications Blue Outdoor Marketing and Teachers on Reserve.
- 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 and provided updates on network-wide activities.

**7. Information: LCAP Update**

- Amy Podratz provided an update regarding LCAP and our progress on each of the goals network-wide. Pacific's specific data will be available in June.

**8. 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. The policy will be brought forward for approval at the next meeting.

**9. Action: Approval of Dashboard Reporting to CDE**

- Mr. Fetherolf moved to approve the Dashboard Reporting to CDE.
- Ms. LaCount seconded.
- Discussion: Amy Podratz reviewed the local indicators on the Dashboard and indicated that the information will be reported to the CDE.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

**10. Action: Approval of First Interim Budget 2018-19**

- Ms. Couch moved to approve the First Interim Budget.
- Mr. Swank seconded.
- Discussion: Tanya Rogers reviewed the First Interim Budget. The ADA is higher than projected.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

**11. Action: Approval of Bank Signer Card**

- Ms. Darrow moved to approve the Bank Signer Card.
- Mr. Fetherolf 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

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

- Ms. Darrow moved to approve Board Policy 2002.1 – Access to Public Records.
- Ms. Couch 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

**13. 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.
- Mr. Swank 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

**14. Action: Approval of Long Distance Travel for Philip Parks to ASCD Conference**

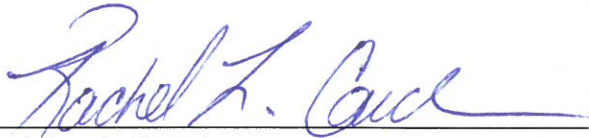
- Mr. Swank moved to approve Long Distance Travel for Philip Parks to the ASCD Conference in Chicago.
- Ms. Darrow seconded.
- Discussion: Vivian Price described the benefits of sending Philip to this conference.
- Vote: 7 Ayes: Rivas, LaCount, Swank, Couch, Fetherolf, Darrow, Johnson; 0 Noes; 0 Absent; Motion Adopted

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

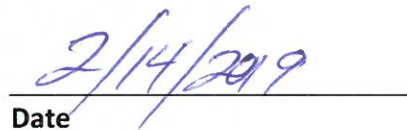
- Mr. Swank: I was glad to participate in the Dress for Success event, and I was very impressed with the event and with Judy and Rosario who facilitated it. I was able to suggest some additional resources. Also, I’d like to work with marketing and help to generate some press opportunities.
- Mr. Fetherolf: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

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

- Mr. Fetherolf moved to adjourn the meeting at 6:30 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

