

HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR CALLED MEETING MINUTES

March 12, 2020

4:30 p.m.

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:

Cheryl LaCount, Board Chair Gene Swank, Vice Chair Marlene Darrow, Board Secretary Yuan Hawkes, Board Treasurer Pam Rivas, Board Director	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent Admin Ops Tanya Rogers, Asst. Superintendent of Business Vivian Price, Asst. Superintendent, Education Doug House, Interim Asst. Superintendent, Personnel Natali South, Director of Executive Support
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- Action: Call to Order**
 - Ms. LaCount called the meeting to order at 4:33 p.m. and led the Pledge of Allegiance.
- Action: Approval of Agenda**
 - Ms. Rivas moved to approve the agenda.
 - Ms. Hawkes seconded.
 - Discussion: None
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted
- Action: Approval of Minutes from February 13, 2020**
 - Mr. Swank moved to approve the Minutes from the February 13, 2020 meeting.
 - Ms. Rivas seconded.
 - Discussion: None
 - Vote: 4 Ayes: Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 1 Abstention: LaCount; 0 Noes; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Mr. Swank moved to approve the Consent Agenda consisting of Warrants.
 - Ms. Rivas seconded.
 - Discussion: None
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted

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

6. **Information: Superintendent's Report**
 - Dr. Hermsmeyer reviewed the Superintendent's report and provided network-wide events including our upcoming GetRealCon event which highlights college and career opportunities for our high school students. Dr. Hermsmeyer reviewed the steps we are taking to prevent the spread of viruses. Additionally, Dr. Hermsmeyer described a new initiative that we have going on for our students called "Strive for 45", which encourages students to participate in engaging assignments designed to help with CAASPP testing.

7. **Information: Health Services Report**
 - School Nurse, Kelly Ouellete presented a report that highlighted the efforts of our school-wide health department.

8. **Information: Completion of Statement of Economic Interests Form 700**
 - Natali South led the Board through the completion of annual Conflict of Interest Form 700.

9. **Action: Approval of 2020-2021 Attendance and 185 Staff Calendars**
 - Ms. Rivas moved to approve Attendance and 185 Staff Calendars.
 - Ms. Hawkes seconded.
 - Discussion: Amy Podratz reviewed the changes to the upcoming school calendar, and explained that the main adjustment provides two complete months of summer break for our teaching staff.
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted

10. **Action: Approval of Second Interim Budget**
 - Ms. Hawkes moved to approve Second Interim Budget.
 - Mr. Swank seconded.
 - Discussion: Tanya Rogers reviewed the second interim budget which reflects a slight decline in ADA which impacted our revenue stream. Tanya highlighted various things listed in the report and answered Board members' questions.
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted

11. **Action: Approval of Auditor Selection for the 2019-20 School Year**
- Ms. Hawkes moved to approve the Auditor Selection for the 2019-20 School Year.
 - Mr. Swank seconded.
 - Discussion: Brenda Betson explained that staff was pleased with the audit services provided by CWDL's firm last year and recommended them for performing this year's audit.
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted
12. **Action: Approval of Superintendent Succession Plan**
- Ms. Rivas moved to approve the Superintendent Succession Plan.
 - Mr. Swank seconded.
 - Discussion: Debbie Daniel explained that the Succession Plan outlines the steps that would be taken in the event that the Superintendent were to take a leave of absence for any reason or duration.
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted
13. **Action: Approval of Board Policy 5004.1 - Infectious Diseases**
- Ms. Hawkes moved to approve Board Policy 5004.1 - Infectious Diseases.
 - Ms. LaCount seconded.
 - Discussion: Debbie Daniel explained that recent changes to laws as well as recent national health concerns resulted in the need to update our Board policy on Infectious Diseases. The policy was entirely updated, and therefore a red-lined version was not provided. Additionally, for this reason, we elected to seek approval at this meeting as opposed to our typical two-meeting approval process.
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted
14. **Board Comments**
- None
15. **Action: Motion to Adjourn the Meeting**
- Mr. Swank moved to adjourn the meeting at 6:01 p.m.
 - Ms. Hawkes seconded.
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted



Marlene Darrow, Secretary

5/14/20

Date