

CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

Due to Safer at Home Orders, this meeting was held virtually.

REGULAR MEETING MINUTES

May 11, 2020

3:00 p.m.

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:

Lauren Rugge, Chair Sarah Schlatter, Vice Chair Charlene Ponzio, Board Secretary Joline Johnson, Board Treasurer Mike Shurance, Board Director Michael Solomon, Board Director Donald Vawter, Board Director	Dr. Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent of Operations Tanya Rogers, Asst. Superintendent of Business Vivian Price, Asst. Superintendent of Education Doug House, Interim Asst. Superintendent of Personnel Natali South, Director of Executive Support
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- 1. Call to Order– entered into at 3:01 p.m.**
 - Natali South called the meeting to order at 3:01 and established a quorum by roll call.
- 2. Action: Approval of Agenda**
 - Ms. Ponzio moved to approve the agenda.
 - Ms. Schlatter seconded.
 - Discussion: None
 - Vote: 7 Ayes: Rugge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted
- 3. Action: Approval of Minutes**
 - Ms. Johnson moved to approve March 9, 2020 Minutes.
 - Mr. Vawter seconded.
 - Discussion: None
 - Vote: 7 Ayes: Rugge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted

4. **Action: Approval of Minutes**

- Ms. Ponzio moved to approve March 27, 2020 Minutes.
- Mr. Solomon seconded.
- Discussion: None
- Vote: 7 Ayes: Rugge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted

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

- Ms. Johnson moved to approve the Consent Agenda consisting of Warrants.
- Mr. Vawter seconded.
- Discussion: None
- Vote: 7 Ayes: Rugge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted

6. **Public Comments**

- None

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

- Kathleen Hermsmeyer reviewed the Superintendent's Report and gave updates regarding the steps we have taken to continue to educate our students through Distance Learning. Additionally, she mentioned that plans for returning in the fall are still uncertain until we know what the specific requirements will be in terms of how many students can be in a classroom, and other factors that have not been determined yet. Dr. Hermsmeyer indicated that we have been nominated for an award by the National Charter School Alliance for our OPEN Classroom, which we created to provide access to free educational courses and resources to anyone, without having to be a Springs' student. Additionally, Dr. Hermsmeyer gave an update regarding how our marketing efforts have transitioned from an emphasis on in-person events to other avenues to reach families while at home.

8. **Information: Budget Assumptions Report**

- Tanya Rogers reviewed the Budget Assumptions Report, and indicated that many things have changed regarding the revenue expected for next year. Additional information will be released in the coming weeks, but clearly, the State of California is expecting a significant shortfall in funding, including education. We are expecting a negative impact on our funding for next year as well as deferral of funding owed to us for the remainder of this year. While this is not encouraging news whatsoever, plans are being made to adjust as necessary. Meanwhile, we are accessing all forms of available funding including lottery funds, Payroll Protection Plans, and any other grants or revenue streams available to us. Additionally, we do not plan on being able to give our typical 3% annual salary increase to our staff members and will have to make many other undesirable cutbacks.

9. **Action: Approval of Consolidated Application for Funding**
- Dr. Shurance moved to approve Consolidated Application for Funding.
 - Ms. Ruge seconded.
 - Discussion: Tanya Rogers explained that this application allows us to apply for various forms of funding without having to complete individual applications.
 - Vote: 7 Ayes: Ruge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted
10. **Action: Approval of Payroll Protection Program Resolution**
- Ms. Johnson moved to approve the Payroll Protection Program Resolution.
 - Ms. Ponzio seconded.
 - Discussion: Tanya Rogers explained that the PPP is part of the recently adopted CARES Act which allows small organizations to acquire a loan or a grant to assist with payroll during the COVID-19 crisis.
 - Vote: 7 Ayes: Ruge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted
11. **Action: Approval of SB740 Grant**
- Ms. Schlatter moved to approve SB740 Grant.
 - Dr. Shurance seconded.
 - Discussion: Tanya Rogers explained the purpose of the SB740 Grant and what the funds can be used for. Although we have acquired this grant for a few years, no budget assumptions are made regarding those funds since it is not guaranteed.
 - Vote: 7 Ayes: Ruge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted
12. **Board Comments**
- Ms. Johnson: Is there a way to determine how many of the families on the list of interested applicants are specifically interested in Citrus?
 - Amy Podratz indicated that she can pull that data, but that the number provided was network-wide. Amy continued to answer Board member questions related to enrollment.
 - Ms. Ponzio: This Board packet was so different than our typical packet. There was so much detail provided, and it's clear our staff is doing all of the same work as always, and yet so much more. Thank you all for the hard work!
 - Dr. Shurance: I want to echo Charlene's comment about our staff doing a great job during this situation, but I also want to point out that it's not just current efforts. The efforts that have been made by Kathleen and our staff since this charter started have positioned us to be able to handle this situation so well. Great job!
 - Ms. Johnson: When will we find out if we won the award we were nominated for?
 - Dr. Hermsmeyer said that it will likely be soon. The conference will be held virtually in June. Winners may be announced at the conference or sometime before.

- Dr. Vawter: Have we sought rent relief from our landlords?
 - Tanya Rogers indicated that Citrus leases the school site from Empire Springs, since the original lease was in Empire's name. The business department is looking at all available solutions for minimizing costs network-wide.

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

- Ms. Johnson moved to adjourn the meeting at 4:21.
- Ms. Ponzio seconded
- Discussion: None
- Vote: 7 Ayes: Rugge, Schlatter, Ponzio, Johnson, Shurance, Solomon, Vawter; 0 Noes, Motion Adopted



Charlene Ponzio, Secretary



Date