

HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

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

REGULAR CALLED MEETING MINUTES

May 14, 2020

4:30 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:

Cheryl LaCount, Board Chair Gene Swank, Vice Chair Marlene Darrow, Board Secretary Yuan Hawkes, Board Treasurer Pam Rivas, Board Director	Dr. 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 4:31 p.m. and led the Pledge of Allegiance.
 - Natali South established a quorum through roll call.
- Action: Approval of Agenda**
 - Mr. Swank moved to approve the agenda.
 - Ms. Rivas seconded.
 - Discussion: None
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted
- Action: Approval of Minutes from March 12, 2020**
 - Mr. Swank moved to approve the Minutes from the March 12, 2020 meeting.
 - Ms. Hawkes seconded.
 - Discussion: None
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted

4. **Action: Approval of Minutes from March 27, 2020**
 - Mr. Swank moved to approve the Minutes from the March 12, 2020 meeting.
 - Ms. Darrow seconded.
 - Discussion: None
 - Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted

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

6. **Public Comments**
 - None

7. **Information: Superintendent 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 are exploring a new Montessori program as a component of Harbor Springs Homeschool for next year.
Dr. Hermsmeyer announced that we have received 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. Dr. Hermsmeyer concluded with an update on the state educational budget as known at this time.

8. **Information: Budget Assumptions**
 - 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 days, 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 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. Harbor Springs is expecting a reduction in ADA due to the planned transition of Cherry Valley to Empire Springs.

9. **Action: Approval of Consolidated Application for Funding**

- Ms. Darrow moved to approve the Consolidated Application for funding.
- Ms. LaCount seconded.
- Discussion: Tanya Rogers reviewed the resolution which authorizes Harbor Springs to obtain a Revenue Anticipation Note to help cover cashflow for the upcoming year.
- Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted

10. **Action: Approval of Payroll Protection Program Resolution**

- Ms. Rivas moved to approve the Payroll Program Resolution.
- Mr. Swank 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: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted

11. **Board Comments**

- Ms. Darrow: There is a major psychological impact of being isolated at home, particularly for teenagers who are so dependent on connection. Have we considered anything we can offer them to help them during this time? Also, I want to suggest that we check with our landlords and contract holders to see if we qualify for any rent-waivers or payment forgiveness due to the crisis.
 - Staff responded that our mental health workers are actively engaging students, particularly those who are in need of additional services at this time. Additionally, we continue to monitor our Gaggle alerts which notifies us when a student has posted something of concern. Some of our teachers and principals have implemented virtual social opportunities for our students through games and other virtual get-togethers.
 - With regard to the rent and contract matter, Tanya Rogers indicated that we are pursuing as many avenues to reduce expenses as possible.
- Mr. Swank: I appreciate the ways our school is working to keep our kids connected. The isolation is significant, and I see that my own children are benefitting from the engagement opportunities. What are our plans regarding graduation?
 - Dr. Hermsmeyer provided information about our “Graduation in a Box” gift to our seniors, and indicated that our ceremony will be live streamed and we will have a diploma pick-up procession.
- Ms. Hawkes: Who is it that decides if our school can open? When we do open, will we offer options for families who may not want to attend a center full time?
 - Dr. Hermsmeyer indicated that there is conflict between the State (governor’s office), and the local county as to who has full jurisdiction over that decision at this time.

Regardless, they are in agreement that schools are closed for now, and they will collaborate on a decision when it's safe to open.

- We have every intention of being as flexible upon return as possible, including opportunities for students to have as much or as little in-classroom education as meets their family's needs and comfort level. The majority of our programs can be done at home or at school, and families will have various needs as schools begin to open.
- Ms. LaCount: I was so pleased to see the marketing efforts and transitions that have been made to respond during this time, such as moving away from print and more into social media and OTT advertising.

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

- Ms. Hawkes moved to adjourn the meeting at 6:02 p.m.
- Ms. Rivas seconded.
- Vote: 5 Ayes: LaCount, Swank, Darrow, Hawkes, Rivas; 1 Absent: Moldenhauer; 0 Noes
Motion Adopted



Marlene Darrow, Secretary

6/11/2020

Date