

EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

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

REGULAR MEETING MINUTES

September 10, 2020

9:00 a.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:

Ivo Caouette, Board Chair (left meeting at 10:18am) Michelle Nagelvoort, Vice Chair Jessica Large, Board Secretary Jason Rodriguez, Treasurer Craig Schneider, Board Director Dianne Mendez-Cantu, Board Director	Dr. Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent of Operations Tanya Rogers, Asst. Superintendent of Business Vivian Price, Asst. Superintendent, Education Debbie Daniel, Asst. Superintendent of Program Improvement Doug House, Interim Asst. Superintendent, Personnel Natali South, Director of Executive Support
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- Action: Call to Order**
 - Mr. Schneider called the meeting to order at 9:01 a.m. and Natali South established a quorum through roll call.
- Action: Approval of Agenda**
 - Ms. Mendez-Cantu moved to revise the agenda to remove the Ryan Schaffner contract ratification from the Consent Agenda, and to consider under separate motion.
 - Michelle Nagelvoort seconded.
 - Discussion: None
 - Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.
- Action: Election of Officers and Appointment of Subcommittees**
 - Ms. Large moved to elect Ivo Caouette as Board Chair.
 - Ms. Nagelvoort seconded.
 - Discussion: None
 - Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

- Ms. Mendez-Cantu moved to elect Michelle Nagelvoort as Vice Chair.
- Mr. Caouette seconded.
- Discussion: None
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

- Ms. Mendez-Cantu moved to elect Jessica Large as Board Secretary.
- Ms. Nagelvoort seconded.
- Discussion: None
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

- Ms. Nagelvoort moved to elect Jason Rodriguez as Board Treasurer.
- Mr. Caouette seconded.
- Discussion: None
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

- Mr. Caouette moved to appoint Jessica Large, Dianne Mendez Cantu and Michelle Nagelvoort to the Superintendent's Evaluation Subcommittee.
- Mr. Schneider seconded.
- Discussion: None
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

- Ms. Mendez-Cantu moved to appoint Craig Schneider as Empire Springs' representative on the Succession Plan Subcommittee.
- Ms. Large seconded.
- Discussion: None
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

4. **Action: Approval of Minutes from August 28, 2020**

- Ms. Mendez-Cantu moved to approve the Minutes from August 28, 2020.
- Ms. Nagelvoort seconded.
- Discussion: None
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

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

- Ms. Mendez-Cantu moved to approve the Consent Agenda as amended, consisting of Warrants, Personnel Action Report and Contract Ratifications: MR Professional Painting Santa Ana, Harbor Building Maintenance Rancho Cucamonga.

- Ms. Nagelvoort seconded.
- Discussion: None
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

6. **Action: Approval of Ryan Schaffner Contract Ratification**

- Ms. Mendez-Cantu moved approve the Ryan Schaffner contract as amended.
- Mr. Schneider seconded.
- Discussion: Amy Podratz indicated that the contract should have stated \$35 per hour, rather than \$33. The contract's Not-to-Exceed amount does not change.
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

7. **PUBLIC COMMENTS**

- None

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

- Dr. Hermsmeyer reviewed the Superintendent's report and provided an update about our current distance learning efforts.

9. **Information: 1st Reading of Revised Board Policy 8006.1 – Certification**

- Doug House reviewed the updates to the policy which includes language to meet requirements regarding the certification of our teachers. No changes were requested and the policy will be brought back at a future meeting for approval.

10. **Information: 1st Reading of Covid-19 Board Policies**

- Debbie Daniel reviewed revisions to policy 3010.2: Visitors and Guests, which now includes language about disease-related protocols for attending one of our campuses or sites. Additionally, Debbie introduced 3012.1: Covid-19, and 8008.1: Covid-19 Staff policies. All policies were presented for First Reading. The Board recommended that the word "current" be removed from Covid-19 language in order to allow the policy to be utilized long-term. Additionally, the Board recommended language be added that will authorize staff to implement or discontinue Covid-19 related policy usage as needed without additional Board action. With these amendments, all three policies will be brought to a future meeting for Second Reading and Approval.

11. **Action: Approval of Superintendent's Goals 2020-21**

- Ms. Mendez-Cantu moved to approve the Superintendent's Goals for 2020-21.
- Ms. Large seconded.

- Discussion: Dr. Hermsmeyer reviewed her goals for the year and explained that this year's goals are significantly different than her typical goals due to Distance Learning and changes in standardized testing. This year's goals are largely focused on student engagement in a virtual setting
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

12. **Action: Approval of Learning Continuity and Attendance Plan**

- Mr. Caouette moved to approve the Learning Continuity and Attendance Plan.
- Ms. Vela seconded.
- Discussion: Amy Podratz indicated that a Public Hearing was held at a previous meeting, followed by a survey and window of opportunity for stakeholder feedback. The input was factored into the final plan which will be submitted to the county.
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

13. **Action: Approval of EPA Actuals**

- Ms. Nagelvoort moved to approve the EPA Actuals.
- Ms. Large seconded.
- Discussion: Tanya Rogers explained that changes in state funding calculations account for a revision to the estimates that were provided in June. The current number of teacher salaries that are covered by EPA is 4.61.
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

14. **Action: Approval of Unaudited Actuals**

- Ms. Mendez-Cantu moved to approve the Unaudited Actuals.
- Ms. Nagelvoort seconded.
- Discussion: Tanya Rogers reviewed the report and explained that while adjustments were made in both positive (revenue) and negative (expenditure) directions, the net outcome leaves Empire Springs in a positive budget position. The external auditors will be conducting their review in a few weeks.
- Vote: 6 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 1 Absent: Vela. Motion Adopted.

15. **Action: Approval of Revised Salary Schedule**

- Ms. Mendez-Cantu moved to approve the Revised Salary Schedule.
- Ms. Nagelvoort seconded.
- Discussion: Doug House explained that a change has been made to the Education Specialists' salary schedule. Rather than paying ESes on a per-

student basis, they will be placed on standard salary schedule. This change provides a benefit to the teachers, allowing more of their income to count toward STRS retirement, and will also simplify payroll calculations for staff.

- Vote: 5 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 2 Absent: Vela, Caouette. Motion Adopted.

16. **Action: Approval of Special Education Contracts**

- Ms. Large moved to approve the Special Education Contracts.
- Ms. Nagelvoort seconded.
- Discussion: Tanya Rogers explained that some adjustments have been made since the contracts were originally presented in June. The revised amounts reflect the current projections.
- Vote: 5 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 2 Absent: Vela, Caouette. Motion Adopted.

17. **Action: Approval of Employee Handbook Update**

- Ms. Mendez-Cantu moved to approve the updated Employee Handbook.
- Ms. Large seconded.
- Discussion: Doug House reviewed the changes made to the Handbook which were related to Covid-19 requirements.
- Vote: 5 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 2 Absent: Vela, Caouette. Motion Adopted.

18. **BOARD COMMENTS**

- Mr. Schneider: My two grandsons attend Springs' Venture program and both are thriving. My second grader is doing work at least at the third grade level. They both love their school and are exceeding goals because our teachers know how to personalize the education for each of them.
- Ms. Nagelvoort: I want to thank our staff for doing such an amazing job during this time.
- Ms. Large: Thanks to Craig for being a fabulous Chair last year. I know Ivo will do a great job!

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

- Ms. Mendez-Cantu moved to adjourn the meeting at 10:37 a.m.
- Ms. Large seconded.
- Discussion: None
- Vote: 5 Ayes: Schneider, Nagelvoort, Rodriguez, Caouette, Mendez-Cantu, Large; 0 Noes; 2 Absent: Vela, Caouette. Motion Adopted.



Jessica Large, Secretary

12/10/2020

Date