

**PACIFIC SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS**  
27740 JEFFERSON AVE • TEMECULA, CA 92590

**REGULAR MEETING  
MINUTES**

**December 10, 2020**

**4:30 p.m.**

*Due to CA safer at home order, meeting was held electronically.*

*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:**

Marlene Darrow, Board Chair Yuan Hawkes, Vice Chair Justin Moldenhauer, Secretary Jennifer Mejares-Pham, Treasurer Jennifer Araiza, Board Director Andrea Bundy, Board Director Collin Harrison, Board Director	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent Admin Ops Tanya Rogers, Asst. Superintendent of Business Vivian Price, Asst. Superintendent, Education Doug House, Asst. Superintendent, Personnel Natali South, Director of Executive Support
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- 1. Call to Order and Pledge of Allegiance**
  - Ms. Darrow called the meeting to order at 4:35 p.m. and led the Pledge of Allegiance.
- 2. Action: Approval of Agenda**
  - Ms. Darrow moved to approve the agenda.
  - Ms. Hawkes seconded.
  - Vote: 3 Ayes: Darrow, Hawkes, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted
- 3. Action: Approval of Minutes from October 8, 2020.**
  - Ms. Hawkes moved to approve the Minutes from the October 8, 2020 meeting.
  - Mr. Moldenhauer seconded.
  - Discussion: None
  - Vote: 3 Ayes: Darrow, Hawkes, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted
- 4. Activity: Oath of Office**
  - Natali South led new Board members, Jennifer Araiza, Andrea Bundy and Collin Harrison in Oaths of Office.

5. **Action: Approval of Consent Agenda**
  - Ms. Mejares-Pham moved to approve the Consent Agenda consisting of Warrants and Personnel Action Report.
  - Ms. Hawkes seconded.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Mejares-Pham, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted
  
6. **Information: PUBLIC COMMENTS**
  - None
  
7. **Superintendent's Report**
  - Dr. Hermsmeyer reviewed the Superintendent's Report and provided updates regarding Distance Learning and plans to return to the classroom. Additionally, Dr. Hermsmeyer indicated that she has been selected to serve on the CCSA Member Council.
  
8. **Information: Appointment of Board Members**
  - The Board received information regarding the appointment of Jennifer Araiza, Andrea Bundy and Collin Harrison to the Harbor Springs Board which oversees Pacific Springs. Their first terms expire 6/30/23.
  
9. **Information: Annual Board Training**
  - Natali South reviewed the Board training information that was provided by our legal counsel including Brown Act, GC1090, Fair Political Practices and other legal requirements.
  
10. **Information: Cares Act Funding**
  - Tanya Rogers reviewed the Cares Act Funding report which provided Pacific Springs with \$58,000 in Federal relief funds.
  
11. **Information: 1st Reading of Revised BP 5024.1 - Suicide Prevention Policy**
  - Kristin Turner reviewed changes to Board Policy 5024.1. The policy was updated to reflect current requirements for Suicide Prevention policies. No changes were requested, and the policy will be brought forward at a future meeting for Second Reading and approval.
  
12. **Action: Nomination and Election of Treasurer**
  - Ms. Darrow moved to appoint Ms. Mejares-Pham as Treasurer.
  - Mr. Moldenhauer seconded.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Moldenhauer; 1 Abstention: Mejares-Pham; 0 Noes; 0 Absent; Motion Adopted

- 13. Action: Approval of 2020-2021 First Interim Budget**
- Ms. Mejares-Pham moved to approve the 2020-2021 First Interim Budget.
  - Ms. Darrow seconded.
  - Discussion: None
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Mejares-Pham, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted
- 13. Action: Approval of Approval of Audit**
- Ms. Mejares-Pham moved to approve the Approval of Approval of Audit for 2019-2020.
  - Ms. Hawkes seconded.
  - Discussion: Tanya Rogers reviewed the Audit report and indicated that due to the pandemic, this year's audit was conducted electronically and with virtual meetings. Pacific Springs earned a clean audit report with zero findings.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Mejares-Pham, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted
- 14. Action: Approval of Student Plan for Student Achievement**
- Mr. Harrison moved to approve the Student Plan for Student Achievement.
  - Ms. Bundy seconded.
  - Discussion: Kim Bagby explained that the SPSA is required for schools receiving Title I and Title III funding.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Mejares-Pham, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted
- 15. Action: Approval of Second Reading and Approval of BP 8006.1 - Certification**
- Mr. Harrison moved to approve the Second Reading and Approval of BP 8006.1.
  - Ms. Bundy seconded.
  - Discussion: Doug House reviewed the policy and reminded the Board that it was presented for first reading at the previous meeting, and no changes were requested.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Mejares-Pham, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted
- 16. Action: Approval of Second Reading and Approval of Covid-Related Policies 3010.2, 3012.1, 8008.1**
- Ms. Darrow moved to approve the Second Reading and Approval of Covid-Related Policies 3010.2, 3012.1, 8008.1
  - Ms. Hawkes seconded.
  - Discussion: Debbie Daniel reminded the Board that these policies were previously presented for First Reading. Only minor edits had been requested and made on the final versions.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Mejares-Pham, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted

**17. Board Comments**

- Ms. Mejares-Pham: It's great to be back on a Springs School Board. Welcome to our new members! I'd like to suggest that while we're doing remote meetings, that if anyone is presenting a report, they share their screen. I think it will make it easier to follow along.
- Mr. Harrison: Yes, I agree, that would be very helpful.
- Ms. Darrow: Merry Christmas and Happy Hanukkah to everyone. These are crazy times, but it's good to see you all. Thanks to staff for all of the hard work they invest to make our jobs as Board members easier.

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

- Mr. Harrison moved to adjourn the meeting at 6:07 p.m.
- Ms. Hawkes seconded.
- Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Hawkes, Mejares-Pham, Moldenhauer; 0 Noes; 0 Absent; Motion Adopted



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**Justin Moldenhauer, Secretary**

02/11/2021

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**Date**