

# CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

December 7, 2020

**3:00 p.m.**

***Due to CA safer at home orders, 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:**

Sarah Schlatter, Vice Chair Charlene Ponzio, Board Secretary Mike Shurance, Board Director Michael Solomon, Board Director Pam Rivas, Board Director Cheryl LaCount, Board Director	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent of Admin Ops Tanya Rogers, Asst. Superintendent of Business Vivian Price, Asst. Superintendent of Education Doug House, Asst. Superintendent of Personnel Debbie Daniel, Asst. Superintendent of Program Improvement Natali South, Director of Executive Support
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### **1. Call to Order and Pledge of Allegiance**

- Ms. Schlatter called the meeting to order at 3:00 p.m. and led the Pledge of Allegiance.

### **2. Action: Approval of Agenda**

- Mr. Shurance moved to approve the agenda.
- Ms. Ponzio seconded.
- Vote: 4 Ayes: Schlatter, Ponzio, Shurance, Solomon; 0 Noes; 1 Absent: Rugge  
Motion Adopted

### **3. Action: Approval of Minutes from September 14, 2020**

- Ms. Ponzio moved to approve the Minutes from the September 14, 2020 meeting.
- Mr. Shurance seconded.
- Vote: 4 Ayes: Schlatter, Ponzio, Shurance, Solomon; 0 Noes; 1 Absent: Rugge;  
Motion Adopted

4. **Action: Approval of Minutes from September 15, 2020**
  - Mr. Solomon moved to approve the Minutes from the September 16, 2020 meeting.
  - Mr. Shurance seconded.
  - Discussion: None
  - Vote: 3 Ayes: Ponzio, Shurance; Solomon, 0 Noes; 1 Absent: Rugge; 1 Abstention: Schlatter; Motion Adopted
5. **Action: Approval of Minutes from September 16, 2020**
  - Mr. Solomon moved to approve the Minutes from the September 16, 2020 meeting.
  - Mr. Shurance seconded.
  - Discussion: None
  - Vote: 4 Ayes: Schlatter, Ponzio, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted
6. **Activity: Oath of Office**
  - Natali South led Citrus' newest members, Cheryl LaCount and Pam Rivas, in the Oath of Office.
7. **Action: Approval of Consent Agenda**
  - Mr. Solomon moved to approve the Consent Agenda consisting of Warrants and Personnel Action Report.
  - Mr. Solomon seconded.
  - Vote: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted
8. **Information: PUBLIC COMMENTS**
  - None
9. **Superintendent's Report**
  - Dr. Hermsmeyer reviewed the Superintendent's report and provided an update regarding the Santa Ana Student Center's return to the classroom.
10. **Information: Appointment of Board Members**
  - The Board received information regarding the appointment of Pam Rivas and Cheryl LaCount to Citrus Springs Board. Their first terms expire 6/30/23.
11. **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.

**12. Information: Cares Act Funding**

- Tanya Rogers reviewed the Cares Act Funding report which provided Citrus with \$58,000 in Federal relief funds.

**13. 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.

**14. Action: Approval of 2020-2021 First Interim Budget**

- Mr. Shurance moved to approve the 2020-2021 First Interim Budget.
- Mr. Solomon seconded.
- Discussion: Tanya Rogers reviewed the First Interim Budget report.
- Vote: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted

**15. Action: Approval of Audit Report**

- Mr. Shurance moved to approve the Audit report.
- Ms. LaCount 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. Citrus Springs earned a clean audit report with zero findings.
- Vote: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted

**16. Action: Approval of Additional Special Education Department Funding**

- Ms. Rivas moved to approve the additional Special Education Department Funding.
- Ms. LaCount seconded.
- Discussion: Tanya Rogers explained that additional funds will likely be necessary to cover Special Ed expenses including vendor services and litigation costs.
- Vote: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted

**17. Action: Approval of Student Plan for Student Achievement**

- Ms. Rivas moved to approve the Student Plan for Student Achievement.
- Ms. LaCount seconded.
- Discussion: Kim Bagby explained that the SPSA is required for schools receiving Title I and Title III funding.
- Vote: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted

**18. Action: Second Reading and Approval of BP 5024.1 – Certification**

- Ms. Ponzio moved to approve the Second Reading and Approval of BP 8006.1 – Certification.
- Ms. Rivas 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: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted

**18. Action: Second Reading and Approval of Covid-Related Policies 3010.2, 3012.1, 8008.1**

- Ms. LaCount moved to approve the Second Reading and Approval of Covid-Related Policies 3010.2, 3012.1, 8008.1.
- Ms. Ponzio 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: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted

**19. Board Comments**

- Ms. Ponzio: Congratulations to staff on the unanimous renewal! I know it takes tremendous effort. Thanks for the hard work, especially with everything else you've had to do to keep things going during Covid.
- Sarah Schlatter asked if any Citrus parents applied for the Board vacancies.
  - Natali South indicated that she would research this and provide an answer to Sarah.
- Pam Rivas: I am looking forward to being a part of this Board, and to when we can meet in person so I can get to know you all.
- Cheryl LaCount: I echo what Pam said, and wish you all very Happy Holidays!

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

- Mr. Solomon moved to adjourn the meeting at 3:50 p.m.
- Ms. Ponzio seconded.
- Vote: 6 Ayes: Schlatter, Ponzio, Shurance; Solomon, LaCount, Rivas; 0 Noes; 1 Absent: Rugge; Motion Adopted



Charlene Ponzio, Secretary

2-8-2021

Date