

# CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

February 8, 2021

**3:00 p.m.**

**2121 N. Grand Ave, Santa Ana, CA**

**and via Video Feed at 27740 Jefferson Ave., Temecula, CA**

***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:**

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

- 1. Call to Order and Pledge of Allegiance**
  - Ms. Schlatter called the meeting to order at 3:03 p.m. and led the Pledge of Allegiance.
- 2. Action: Approval of Agenda**
  - Mr. Shurance moved to approve the agenda.
  - Ms. Ponzio seconded.
  - Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted
- 3. Action: Approval of Minutes from December 7, 2020**
  - Ms. Ponzio moved to approve the Minutes from the December 7, 2020 meeting.
  - Ms. LaCount seconded.
  - Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted

4. **Action: Approval of Minutes from December 14, 2020**
  - Mr. Shurance moved to approve the Minutes from the December 14, 2020 meeting.
  - Ms. LaCount seconded.
  - Vote: 5 Ayes: LaCount, Ponzio, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; 1 Abstention: Rivas; Motion Adopted
5. **Action: Approval of Consent Agenda**
  - Ms. LaCount moved to approve the Consent Agenda consisting of Warrants.
  - Ms. Ponzio seconded.
  - Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted
6. **Information: PUBLIC COMMENTS**
  - None
7. **Information: Superintendent's Report**
  - Dr. Hermsmeyer reviewed the Superintendent's Report and provided updates regarding plans to allow families to choose options that they are comfortable with regarding attending class in person or doing Distance Learning. Additionally, she indicated that at this point, we will be encouraging staff to receive the Covid-19 vaccine, but will not be requiring it.
8. **Information: School Meal Program Update**
  - Tanya Rogers provided an update regarding offering meals to children both during the pandemic and now that the campus is open.
9. **Information: School Accountability Report Card 2019-20**
  - Amy Podratz reviewed the School Accountability Report Card and indicated that the data is from 2019-20. It has been posted on the website, per the legal requirement.
10. **Information: Update Regarding Favorable Office of Administrative Hearing Ruling**
  - Kathy Cox informed the Board that Citrus Springs received a favorable ruling from the Office of Administrative Hearing (OAH). The judge ruled completely in our favor, indicating that the appropriate services were offered to the student.
11. **Action: Approval of Auditor Selection**
  - Ms. LaCount moved to approve the Auditor Selection.
  - Ms. Ponzio seconded.

- Discussion: Tanya Rogers indicated that staff is very pleased with our auditors and would like to retain them for next year's audit.
- Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted

**12. Action: Approval of Resolution for Wiring Funds**

- Mr. Shurance moved to approve the Resolution for Wiring Funds.
- Mr. Solomon seconded.
- Discussion: Tanya Rogers indicated that a Resolution is required in order for Citrus Springs to be able to wire funds when necessary.
- Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted

**13. Action: Approval of Attendance and Staff Calendar for 2021-2022**

- Ms. Rivas moved to approve the Attendance and Staff Calendar for 2021-2022.
- Mr. Solomon seconded.
- Discussion: Amy Podratz reviewed the proposed calendar for 2021-2022.
- Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted

**14. Action: Approval of Ratification of Safe School Reopening Plan**

- Mr. Shurance moved to approve the Ratification of Safe School Reopening Plan.
- Mr. Solomon seconded.
- Discussion: Debbie Daniel indicated that schools that are already reopened for in-person instruction must have a Board approved plan. The approved plan must be posted on the website and submitted to various agencies.
- Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted

**15. Action: Second Reading and Approval of BP 5024.1 - Suicide Prevention**

- Ms. Rivas moved to approve the Second Reading and Approval of BP 5024.1 - Suicide Prevention upon second reading.
- Ms. LaCount seconded.
- Discussion: Ms. Schlatter thanked the staff for assembling a very comprehensive policy.
- Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted

16. **Action: Discussion/Potential Action: Changing of meeting Time**
- Mr. Shurance moved to approve the changing of the meeting time for Citrus Springs Board meetings from 3:00 p.m. to 5:00 p.m. for the remaining meetings of this school year, and to reevaluate again in June when the annual calendar is presented.
  - Ms. Ponzio seconded.
  - Discussion: Natali South indicated that due to employment obligations, one Board member has requested an adjustment of the time for CSCS meetings.
  - Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted
17. **Closed Session - in Accordance with Gov Code Section 54957.1/54957.9**
- Evaluation of Public Employee - Superintendent Kathleen Hermsmeyer
18. **Report of Action Taken in Closed Session**
- The Board approved a favorable review for the Superintendent and thanked her for her service.
19. **Board Comments**
- Ms. Ponzio: Kathleen, I appreciate your newsletters and the Atomic Habits information. Kudos to the entire staff for the fabulous efforts, especially with all that has changed due to Covid.
  - Ms. LaCount: I think the Soda with the Superintendent is a wonderful opportunity for our staff to stay connected with Kathleen.
20. **Action: Motion to Adjourn the Meeting**
- Ms. LaCount moved to adjourn the meeting at 4:14 p.m.
  - Ms. Ponzio seconded.
  - Discussion: None
  - Vote: 6 Ayes: LaCount, Ponzio, Rivas, Schlatter, Shurance, Solomon; 0 Noes; 1 Absent: Rugge; Motion Adopted



---

Charlene Ponzio, Secretary



---

Date