

HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR MEETING MINUTES

September 15, 2022

4:30 p.m.

This 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:

Jennifer Mejares-Pham, Board Chair	Kathleen Hermsmeyer, Superintendent
Jennifer Araiza, Vice Chair	Tanya Rogers, Asst. Superintendent, Business
Marlene Darrow, Secretary	Amy Podratz, Asst. Superintendent,
Andrea Bundy, Treasurer	Natali South, Senior Director of Charter Relations
Justin Moldenhauer, Board Director	Courtney Cook, Senior Director of Special Education
Collin Harrison, Board Director	Trevor Johnson, Senior Director of Business
Barbara BJ Heath, Board Director	Brenda Betson, Controller
	Jayne Dierken, Controller
	Sarah Adams, Principal of Vista Student Center
	Afton McDonald, Department Coordinator - IT

- 1. Call to Order and Pledge of Allegiance**
 - Ms. Mejares-Pham called the meeting to order at 4:34 p.m. and led the Pledge of Allegiance.
- 2. Action: Approval of Virtual Board Meeting**
 - Ms. Darrow moved to approve the Virtual Board meeting resolution.
 - Ms. Araiza seconded.
 - Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted
- 3. Action: Approval of Agenda**
 - Ms. Heath moved to approve the agenda.
 - Ms. Darrow seconded.
 - Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

4.

Action: Election of Officers & Appointment of Subcommittees

- Ms. Araiza moved to elect Jennifer Mejares-Pham as Board Chair.
- Ms. Heath seconded.
- Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham;
1 Absent: Moldenhauer; 0 Noes; Motion Adopted

- Ms. Mejares-Pham moved to elect Jennifer Araiza as Vice Chair.
- Mr. Harrison seconded.
- Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham;
1 Absent: Moldenhauer; 0 Noes; Motion Adopted

- Ms. Heath moved to elect Marlene Darrow as Board Secretary.
- Ms. Mejares-Pham seconded.
- Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham;
1 Absent: Moldenhauer; 0 Noes; Motion Adopted

- Ms. Mejares-Pham moved to elect Andrea Bundy as Board Treasurer.
- Ms. Araiza seconded.
- Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham;
1 Absent: Moldenhauer; 0 Noes; Motion Adopted

- Ms. Mejares-Pham moved to appoint Andrea Bundy, BJ Heath, and Collin Harrison to the Superintendent's Evaluation Subcommittee.
- Ms. Araiza seconded.
- Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham;
1 Absent: Moldenhauer; 0 Noes; Motion Adopted

- Ms. Mejares-Pham moved to appoint Marlene Darrow as Harbor Springs' representative on the Succession Plan Subcommittee.
- Ms. Araiza seconded.
- Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham;
1 Absent: Moldenhauer; 0 Noes; Motion Adopted

5.

Action: Approval of Minutes from June 9, 2022

- Ms. Darrow moved to approve the Minutes from June 9, 2022.
- Ms. Bundy seconded.
- Vote: 5 Ayes: Araiza, Bundy, Darrow, Harrison, Mejares-Pham;
1 Abstention: Heath; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

6. **Action: Approval of Minutes from September 2, 2022**
 - Ms. Araiza moved to approve the Minutes from September 2, 2022.
 - Mr. Harrison seconded.
 - Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

7. **Action: Approval of Minutes from September 13, 2022**
 - Ms. Araiza moved to approve the Minutes from September 13, 2022.
 - Mr. Harrison seconded.
 - Vote: 5 Ayes: Araiza, Bundy, Darrow, Harrison, Mejares-Pham; 1 Abstention: Heath; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

8. **Action: Approval of Consent Agenda**
 - Ms. Darrow moved to approve the Consent Agenda consisting of Warrants and Personnel Action Report.
 - Ms. Araiza seconded.
 - Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

9. **Public Comment**
 - None

10. **Information: HSCS/PSCS/VSCS - Superintendent's Report**
 - Dr. Hermsmeyer indicated our Otay Ranch campus was the victim of a false report of an active shooter being on campus. Fortunately, all students and staff were unharmed, but the incident created a significant level of concern and anxiety for all involved. Mental health service providers were on site the following day to provide support. Our safety measures and protocols were strictly followed. A post-incident review will be conducted to determine if there were any areas in which we could improve. Additionally, Dr. Hermsmeyer reviewed the Superintendent's report, and provided network-wide updates.

11. **Information: HSCS - Notification to Riverside County SELPA of Intent to Investigate SELPA Transition for 2023-24 School Year**
 - Courtney Cook explained that Harbor Springs has given notice to Riverside County SELPA that we will be considering transitioning to another provider, El Dorado SELPA, for services in order for the network to be members of the same SELPA. The notification must be made to the SELPA as well as our Board prior to engaging in services with a different provider.

- 12. Action: Approval of Unaudited Actuals**
- Ms. Araiza moved to approve the Unaudited Actuals.
 - Mr. Harrison seconded.
 - Discussion: Tanya Rogers and Trevor Johnson reviewed the Unaudited Actuals report and provided financial updates and projections. They explained that we have a plan in place to disperse the one-time monies we received over the next few years.
 - Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted
- 13. Action: Approval of Superintendent's Goals 2022-23**
- Mr. Harrison moved to approve the Superintendent's Goals 2022-23.
 - Ms. Araiza seconded.
 - Discussion: Dr. Hermsmeyer reviewed her goals for this school year. She highlighted the importance of CAASPP participation in terms of renewal, and provided the background for each of the other goals.
 - Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted
- 14. Closed Session - in Accordance with Gov Code Section 54954.5/54956.8: Entered into at 6:12 p.m.**
- Conference with Real Property Negotiator: FS-2371
- 15. Open Session - entered into Open Session 6:16 p.m.**
- Report of Action Taken in Closed Session
 - Conference with Real Property Negotiator: FS-2371
 - No Action to Report
- 16. Board Comments**
- Ms. Araiza: It was good to see you all, and I am excited about the year ahead.
 - Mr. Harrison: I appreciate the attention to detail and thoughtful questions from this Board.
 - Ms. Mejares-Pham: I agree. Our staff is fantastic, and our Board does an amazing job of doing our due diligence and being thorough with our questions and decisions.
- 17. Action: Motion to Adjourn the Meeting**
- Mr. Harrison moved to adjourn the meeting at 6:21 p.m.
 - Ms. Araiza seconded.
 - Vote: 6 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

A handwritten signature in black ink, appearing to read "Marlene Darrow". The signature is written in a cursive style with a large, looping initial "M".

Marlene Darrow, Secretary

December 8, 2022

Date