

# HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

February 9, 2023

**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 Jennifer Araiza, Vice Chair Marlene Darrow, Secretary Andrea Bundy, Treasurer Justin Moldenhauer, Board Director Collin Harrison, Board Director Barbara BJ Heath, Board Director	Kathleen Hermsmeyer, Superintendent Tanya Rogers, Asst. Superintendent, Business Amy Podratz, Asst. Superintendent, Admin. Ops. Virginia Smith, Asst. Superintendent, HR Debbie Daniel, Asst. Superintendent, Program Improv. Natali South, Senior Director of Charter Relations Katherine Van Leeuwen, Senior Director, Admin. Ops. Trevor Johnson, Senior Director of Business Sarah Adams, Principal of Vista Student Center
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- 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**
  - Mr. Harrison moved to approve the Virtual Board meeting resolution.
  - Ms. Heath seconded.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 3. Action: Approval of Agenda**
  - Mr. Harrison moved to approve the agenda.
  - Ms. Araiza seconded.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

4. **Action: Approval of Minutes from December 8, 2022**
  - Ms. Heath moved to approve the Minutes from December 8, 2022
  - Mr. Harrison seconded.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
5. **Action: Approval of Consent Agenda**
  - Mr. Harrison moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, Annual Signers with Bank, and School Accountability Report Card.
  - Ms. Araiza seconded.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
6. **Public Comment**
  - None
  
7. **Information: HSCS/PSCS/VSCS - Superintendent's Report**
  - Dr. Hermsmeyer reviewed the Superintendent's report and let the Board know about recent events throughout the network. She announced that (River) Springs was named a Top Workplace for the sixth consecutive year.
  
8. **Information: First Reading of Addition to Board Policy 5018.1 - Graduation Requirement**
  - Debbie Daniel reviewed the revised Graduation Requirements board policy and explained schools are now required to provide a diploma pathway for all students regardless of disability or other circumstances. As a result of this, language is being added to our policy to outline additional options for students who would not be eligible to earn a diploma through the traditional pathway. This policy will return at a future meeting for second reading and approval.
  
9. **Information: Educator Effectiveness Grant**
  - Tanya Rogers explained that some adjustments have been made to the allocations of the Educator Effectiveness Grant as disclosed in the agenda item.
  
10. **Action: Approval of 2023-24 Attendance and 185 Credentialed Staff Calendars**
  - Mr. Harrison moved to approve the 2023-24 Attendance and 185 Credentialed Staff Calendars.
  - Ms. Araiza seconded.
  - Discussion: Amy Podratz presented two separate calendars; one has 185 work days for teachers and the other has 187. The difference between the

two calendars is dependent upon the budget being able to support the additional 2 days of staff development for TK-8 teachers (not just the high school teachers as it is now). After the budget is approved, the board will receive an update regarding which calendar was selected. The 175 student days remain the same regardless which staff calendar is approved.

- Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

**11. Action: Approval of Second Reading and Approval of Board Policy 5032.1 - Residency Investigation**

- Ms. Darrow moved to approve the Second Reading and Approval of Board Policy 5032.1 - Residency Investigation.
- Ms. Heath seconded.
- Discussion: Katherine Van Leeuwen reminded the board that this policy codifies the process for ensuring that our students live in the county indicated on their application. This policy was presented at the previous meeting and no changes were required.
- Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

**12. Action: Approval of Auditor Selection for the 2022-23 School Year**

- Mr. Harrison moved to approve the Auditor Selection for the 2022-23 School Year.
- Ms. Araiza seconded.
- Discussion: Tanya Rogers explained that staff is happy with our current auditor and would like to engage with them again for this year.
- Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

**13. Action: Approval of Stripe Credit Card Processing Agreement**

- Mr. Harrison moved to approve the Stripe Credit Card Processing Agreement.
- Ms. Darrow seconded.
- Discussion: Tanya Rogers explained that partnering with Stripe will allow our individual schools and charters to accept credit card payments for various things such as field trips and other expenses. This will replace the use of Pay Pal. The board asked for staff to explore ways to include individuals who do not have the ability to link a credit or debit card. Cash and check payments will still be accepted.
- Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

- 14. Action: Approval of Shared Services MOU**
- Ms. Darrow moved to approve the Shared Services MOU.
  - Ms. Heath seconded.
  - Discussion: Tanya Rogers explained that employees may need to access information for students who are enrolled in a Springs' charter other than the charter the employee works for. This MOU provides the opportunity to share services among our Springs' employees regardless of which charter they are employed by.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 15. Board Comments**
- Ms. Araiza: Two of my children have returned to Springs Homeschool, and we are so glad to be back.
  - Mr. Harrison: On a personal update, I've been without a kitchen for 7 months, but we are well on our way with counters installed and the rest finishing up soon.
  - Ms. Heath: I am so glad to hear that we have an alternative pathway for some of our students to graduate!
  - Ms. Mejares-Pham: I am so privileged to sit on this board with members who care so deeply about our school and ask such great questions.
- 16. Action: Motion to Adjourn the Meeting**
- Ms. Araiza moved to adjourn the meeting at 5:56 p.m.
  - Mr. Harrison seconded.
  - Vote: 7 Ayes: Araiza, Bundy, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

  
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Marlene Darrow, Secretary

March 9, 2023  
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Date