

HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

700 E. Bobier Ave. Vista, CA 92084

REGULAR MEETING MINUTES

May 11, 2023

4:30 p.m.

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:

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| Jennifer Mejares-Pham, Board Chair | Kathleen Hermsmeyer, Superintendent |
| Jennifer Araiza, Vice Chair | Tanya Rogers, Assist. Supt. of Business |
| Marlene Darrow, Secretary | Natali South, Senior Director of Charter Relations |
| Collin Harrison, Board Director | Trevor Johnson, Senior Director of Business |
| Barbara BJ Heath, Board Director | Courtney Cook, Senior Director of Special Education |
| Justin Moldenhauer, Board Director | Heather Ferenc, Senior Director of Education |
| | Katherine VanLeeuwen, Senior Director of Adm. Ops. |
| | Beverly Voechting, Director of High School Programs |
| | Sarah Adams, Principal of Vista Student Center |
| | Leilani Weiss, Director of Special Projects - IT/Facilities |
| | Erin Chafin, Credential Analyst |

- 1. Call to Order and Pledge of Allegiance**
 - Ms. Mejares-Pham called the meeting to order at 4:30 p.m.
- 2. Action: Approval of Agenda**
 - Ms. Darrow moved to approve the agenda.
 - Mr. Harrison seconded.
 - Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 3. Action: Approval of Minutes from March 9, 2023**
 - Ms. Darrow moved to approve the Minutes from February 9, 2022.
 - Mr. Harrison seconded.
 - Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

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

5. **Public Comment**
 - None

6. **Information: HSCS/PSCS/VSCS - Superintendent's Report**
 - Amy Podratz reviewed the Superintendent's Report in Dr. Hermsmeyer's absence. She explained that Dr. Hermsmeyer is unable to attend this meeting due to presenting at the Charter Stars event where two of our staff are being recognized.

7. **Information: Financial Update 2022-23**
 - Trevor Johnson reviewed the mid-year financial update. This report reviews the current status of the budget and provides projected information for next year's budget based on expected enrollment and funding. The numbers will be finalized after information is received from the State, and will be brought back at the June meeting for budget approval.

8. **Information: Public Comment for Local Control and Accountability Plan (LCAP)**
 - The Public Comment window to discuss the LCAP was opened at 4:51 p.m. Amy Podratz reviewed the plan. The board reviewed the scores and discussed i-Ready, specifically. No public comments were made and the window was closed at 4:55 p.m. The full stakeholder LCAP will return for approval at the June meeting.

9. **Action: Approval of Bank Accounts with JP Morgan Chase**
 - Ms. Heath moved to approve the Bank Accounts with JP Morgan Chase.
 - Mr. Moldenhauer seconded.
 - Discussion: Trevor Johnson explained that due to recent banking issues, it is considered wise to move funds to larger banks at this time. The finance team provided information regarding the rationale behind choosing a national bank, including financial advice we've received from our advisors and authorizers. Additionally, they explained the due diligence and selection process that went into choosing JP Morgan Chase. The board engaged in a robust discussion, acknowledging the challenges associated

with withdrawing from a regional bank with whom we've partnered for years.

- Vote: 5 Ayes: Araiza, Darrow, Harrison, Mejares-Pham, Moldenhauer; 1 Abstention: Heath; 0 Absent; 0 Noes; Motion Adopted

10. Action: Approval of 2023-24 Consolidated Application for Funding

- Ms. Darrow moved to approve the 2023-24 Consolidated Application for Funding.
- Mr. Moldenhauer seconded.
- Discussion: Trevor Johnson explained that this application allows the school to apply for multiple federal grants and funding opportunities with a single application.
- Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

11. Action: Approval of Declaration of Need For Fully Qualified Educators

- Mr. Harrison moved to approve the Declaration of Need for Fully Qualified Educators.
- Ms. Araiza seconded.
- Discussion: Erin Chaffin explained the Declaration of Need which allows us to hire teachers with emergency permits in the event that we cannot fill a vacancy with a fully credentialed teacher.
- Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

12. Action: Second Reading and Approval of Video Recording Policy 5033.1

- Mr. Harrison moved to approve the Second Reading and Approval of Video Recording Policy 5033.1.
- Mr. Moldenhauer seconded.
- Discussion: Courtney Cook explained that the policy was previously presented for First Reading. There were minor edits requested at that time and have been incorporated into the policy being presented for Second Reading and Approval.
- Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

13. Action: Second Reading and Approval of Graduation Requirements Policy 5018.1

- Ms. Heath moved to approve the Second Reading and Approval of Graduation Requirements Policy 5018.1.
- Ms. Darrow seconded.
- Discussion: Debbie Daniel reminded the board that the policy had been previously presented for First Reading and no changes were requested.

- Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

14. Board Comments

- Ms. Darrow: I am so excited about this year's Ignite! keynote speaker. I heard him at the CCSA conference and he was so encouraging. I am sure our staff will be very impressed.
- Ms. Araiza: This is the third Springs' campus I've been on in the past two days. I enjoy seeing the differences between each of the campuses and programs. Kudos to all of our Learning Centers that offer fantastic classes for our families.
- Mr. Harrison: I am very impressed with the way we are able to address very complex and contentious items and work through them to consensus.
- Ms. Heath: I am so pleased with the revised graduation requirements and appreciate how it allows for individualization.
- Ms. Mejares-Pham: When will Harbor Springs be getting a replacement board member for the vacant seat?
 - Natali South indicated that the vacancy will be discussed at the next Springs Inc. meeting, and a plan will be implemented for filling this seat on the board.

15. Action: Motion to Adjourn the Meeting

- Mr. Harrison moved to adjourn the meeting at 5:33 p.m.
- Ms. Araiza seconded.
- Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted


Marlene Darrow, Secretary

June 8, 2023

Date