

CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR MEETING MINUTES

June 6, 2023

4:00 p.m.

27740 Jefferson Ave. Temecula, CA

and

Santa Ana Student Center

2121 N. Grand Ave. Santa Ana, CA

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:

Cheryl LaCount, Board Chair
Pam Rivas, Vice Chair
Eugene Dokes, Secretary
Jessica Large, Treasurer
Kellie Woodson, Board Director
Charlene Ponzio, Board Director
Lauren Rugge, Board Director

Kathleen Hermsmeyer, Superintendent
Amy Podratz, Asst. Superintendent, Admin. Ops.
Tanya Rogers, Asst. Superintendent, Business
Virginia Smith, Asst. Superintendent, HR
Vivian Price, Asst. Superintendent, Education
Natali South, Senior Director of Charter Relations
Courtney Cook, Senior Director of Special Education
Trevor Johnson, Senior Director of Business
Katherine VanLeewuen, Senior Dir. of Admin. Ops

- 1. Call to Order and Pledge of Allegiance**
 - Ms. LaCount called the meeting to order at 4:05 p.m. and led the Pledge of Allegiance.

- 2. Action: Approval of Agenda**
 - Ms. Large moved to approve the agenda.
 - Ms. LaCount seconded.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson;
0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Board Minutes from May 9, 2023**
 - Dr. Dokes moved to approve the Board Minutes from May 9, 2023.
 - Ms. Rivas seconded.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Ms. LaCount moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, Online Purchasing System (OPS) Contract for 2023-24 Contract Ratification, and Title I Part A School-Parent Compact 2024.
 - Dr. Dokes seconded.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted

5. **Public Comments**
 - None

6. **Information: Superintendent's Report**
 - Dr. Hermsmeyer reviewed the Superintendent's report and provided network-wide updates. In addition, she discussed the upcoming Ignite! conference and explained that the event will be held earlier than previous years. This is to provide a cushion of time between the event and the start of school.

7. **Action: Approval of Reporting of State Priority Local Indicators to CDE Dashboard**
 - Ms. Woodson moved to approve Reporting of State Priority Local Indicators to CDE Dashboard.
 - Ms. Rivas seconded.
 - Discussion: Katherine Van Leeuwen reviewed the Dashboard Indicators and explained the various reporting measures.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted

8. **Action: Approval of 2023-24 Local Control and Accountability Plan (LCAP)**
 - Ms. Large moved to approve the 2023-24 Local Control and Accountability Plan (LCAP).
 - Ms. LaCount seconded.
 - Discussion: Katherine Van Leeuwen reviewed the LCAP report. She highlighted the eight categories including our goals and budgets for each area.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted

- 9. Action: Approval of Position Control System and Salary Schedules 2023-24**
- Ms. Woodson moved to approve the Position Control System and Salary Schedules 2023-24.
 - Ms. Large seconded.
 - Discussion: Virginia Smith reviewed the PCS and Salary Scales. She explained the various areas where salaries were updated to be more competitive in the marketplace.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 10. Action: Approval of Scoot Education Contract 2023-24**
- Ms. Rivas moved to approve the Scoot Education Contract 2023-24.
 - Ms. Large seconded.
 - Discussion: Virginia Smith indicated that Scoot Education provides substitute teachers. This is the contract renewal for next school year. Staff has asked for additional language to be added to the contract.
 - Vote: 6 Ayes: Dokes, LaCount, Large, Rivas, Rugge, Woodson; 1 No: Ponzio; 0 Absent; Motion Adopted
- 11. Action: Approval of El Dorado Charter SELPA Participation 2023-24 School Year**
- Ms. Woodson moved to approve the El Dorado Charter SELPA Participation 2023-24 School Year.
 - Ms. Large seconded.
 - Discussion: Courtney Cook explained that this is the annual agreement with El Dorado SELPA for Special Education Services. All charters within the network will be serviced by El Dorado going forward.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 12. Action: Approval of Superintendent's Contract 2023-24**
- Ms. Rivas moved to approve the Superintendent's Contract 2023-24.
 - Ms. LaCount seconded.
 - Discussion: Tanya Rogers reviewed Dr. Hermsmeyer's contract, and explained the distribution of her salary across each of the charters.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 13. Action: Approval of 2023-24 Budget Presentation**
- Ms. Large moved to approve the 2023-24 Budget.
 - Ms. Rivas seconded.
 - Discussion: Tanya Rogers reviewed the budget for 2023-24, highlighting specific areas of focus, and answered board members' questions.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted

- 14. Action: Approval of Change in Wiring Instructions for Authorizer**
- Dr. Dokes moved to approve the Change in Wiring Instructions for Authorizer.
 - Ms. Large seconded.
 - Discussion: Trevor Johnson indicated this document will update who is authorized to wire funds on the behalf of the school.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 15. Action: Approval of Special Education Contracts 2023-24**
- Ms. Woodson moved to approve the Special Education Contracts 2023-24.
 - Ms. Rivas seconded.
 - Discussion: Tanya Rogers explained that this agreement establishes the expected amount to be needed for Special Education services for the upcoming school year. Since the amount of actual services rendered is unknown ahead of time, the agreement establishes the not to exceed amount. In the event that additional services are needed, an updated agreement will be provided for board consideration.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 16. Action: Approval of EPA Actual 2022-23**
- Ms. Woodson moved to approve the EPA Actual 2022-23.
 - Ms. LaCount seconded.
 - Discussion: Trevor Johnson explained that the Education Protection Account covered 1.22 teachers' salaries for the current school year.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 17. Action: Approval of EPA Multi-Year Plan 2023-24**
- Ms. Large moved to approve the EPA Multi-Year Plan 2023-24.
 - Ms. LaCount seconded.
 - Discussion: Trevor Johnson explained that the Education Protection Account is predicted to cover 1.26 teachers' salaries for next school year.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 18. Action: Approval of Hatch & Cesario 2023-24**
- Ms. Rivas moved to approve the Hatch & Cesario 2023-24.
 - Ms. Large seconded.
 - Discussion: Tanya Rogers reviewed the letter of engagement with Hatch & Cesario for special education legal services. Since the amount of actual services rendered is unknown ahead of time, the agreement establishes the

not to exceed amount. In the event that additional services are needed, an updated agreement will be provided for board consideration.

- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted

19. Action: Approval of SAUSD Vended Meals Contract 2023-24

- Ms. Large moved to approve the SAUSD Vended Meals Contract 2023-24.
- Ms. Woodson seconded.
- Discussion: Tanya Rogers informed the board that we contract with Santa Ana Unified School District for meal services for our students at Santa Ana.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted

20. Board Comments

- Ms. Rugge: Thank you for the experience of being part of this board. I will forever remember doing board meetings during Covid. I appreciate working alongside all of you; I'm proud of the work we've done!
- Dr. Dokes asked about services for students with VA benefits. Staff will look into this and provide an answer.
- Ms. Ponzio: Graduation was amazing. I love this event so much. Many of these students wouldn't have been able to graduate without the special opportunities that Springs provides. I look forward to seeing you all at Ignite!

21. Action: Motion to Adjourn the Meeting

- Ms. Rivas moved to adjourn the meeting at 5:47 p.m.
- Dr. Dokes seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Woodson; 0 Noes; 0 Absent; Motion Adopted



Jessica Large, Secretary

Sept. 12, 2023

Date