

# HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

700 E. Bobier Ave. Vista, CA 92084

## REGULAR MEETING MINUTES

September 14, 2023

**4:30 p.m.**

700 E. Bobier Ave. Vista, CA 92084

*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 Araiza, Board Chair	Kathleen Hermsmeyer, Superintendent
Marlene Darrow, Vice Chair	Amy Podratz, Asst. Superintendent, Admin Ops
Collin Harrison, Treasurer	Tanya Rogers, Asst. Superintendent, Business
Barbara BJ Heath, Secretary	Vivian Price, Asst. Superintendent, Education
Jennifer Mejares-Pham, Board Director	Michelle Sapanara, Asst. Superintendent, Student Services
Debbie Daniel, Board Director	Natali South, Senior Director of Charter Relations
Justin Moldenhauer, Board Director (arrived 4:35 p.m.)	Trevor Johnson, Senior Director of Business
	Dave Black, Senior Director of Facilities
	Aaron Lorenz, Senior Director of IT
	Jared McLeod, Sr. Dir. of Achievement & Assessment
	Julianna Hubbell, Director of Charter Relations
	Karen Arnett, Dir. of Teacher & Student Support

- 1. Call to Order and Pledge of Allegiance**
  - Ms. Mejares-Pham called the meeting to order at 4:30 p.m. and led the Pledge of Allegiance.
- 2. Oath of Office: Debbie Daniel**
  - Natali South led Debbie Daniel in the Oath of Office. Debbie's first, three-year renewable term will expire June 30, 2026.
- 3. Action: Approval of Agenda**
  - Mr. Harrison moved to approve the agenda.
  - Ms. Araiza seconded.
  - Vote: 6 Ayes: Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

4.

**Action: Election of Officers and Appointment of Subcommittees**

- Ms. Mejares-Pham moved to elect Jennifer Araiza as Board Chair.
- Mr. Harrison seconded.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
- Ms. Mejares-Pham moved to elect Marlene Darrow as Vice Chair.
- Ms. Heath seconded.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
- Ms. Mejares-Pham moved to elect BJ Heath as Board Secretary.
- Ms. Darrow seconded.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
- Ms. Mejares-Pham moved to elect Collin Harrison as Board Treasurer.
- Ms. Darrow seconded.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
- Ms. Araiza moved to appoint Ms. Darrow, Ms. Daniel, and Mr. Moldenhauer to the Superintendent's Evaluation Subcommittee.
- Ms. Heath seconded.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
- Ms. Araiza moved to appoint Ms. Mejares-Phamas Harbor Springs' representative on the Succession Plan Subcommittee.
- Mr. Moldenhauer seconded.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted


5.

**Action: Approval of Minutes from June 8, 2023**

- Mr. Harrison moved to approve the Minutes from June 8, 2023.
- Ms. Heath seconded.
- Vote: 6 Ayes: Araiza, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 1 Abstention: Daniel; 0 Noes; Motion Adopted

6. **Action: Approval of Minutes from August 1, 2023**
  - Mr. Harrison moved to approve the Minutes from August 1, 2023.
  - Ms. Araiza seconded.
  - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
7. **Action: Approval of Minutes from August 24, 2023**
  - Ms. Darrow moved to approve the Minutes from August 24, 2023.
  - Mr. Moldenhauer seconded.
  - Vote: 4 Ayes: Darrow, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 3 Abstentions: Araiza, Daniel, Harrison; 0 Noes; Motion Adopted
  
8. **Action: Approval of Consent Agenda**
  - Mr. Harrison moved to approve the Consent Agenda consisting of warrants, personnel action reports, and appointment of board directors.
  - Ms. Darrow seconded.
  - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
  
9. **Public Comment**
  - None
  
10. **Information: HSCS/PSCS/VSCS - Superintendent's Report**
  - Dr. Hermsmeyer reviewed the Superintendent's report and provided network-wide updates.
  
11. **Information: Board Conference Options 2023-24**
  - Natali South explained that board members have the opportunity to attend a conference on a bi-annual basis. The available conferences are listed on board item, along with a form to sign up.
  
12. **Action: Approval of Unaudited Actuals**
  - Ms. Araiza moved to approve the Unaudited Actuals.
  - Ms. Heath seconded.
  - Discussion: Trevor Johnson reviewed the unaudited actuals and explained that this report reflects our pre-audited financial reporting for last year. The auditors will be onsite for the audit in October and will provide their feedback, which will be brought to the Board for final review.
  - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

13. **Action: Approval of Board Policy 5034.1 - Education of English Learners**
- Mr. Harrison moved to approve the Board Policy 5034.1 - Education of English Learners.
  - Ms. Araiza seconded.
  - Discussion: Jared McLeod indicated that everything contained in the English Learner policy is already being implemented in our practice. The policy just formalizes the process in writing.
  - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
14. **Action: Approval of Superintendent's Goals 2023-24**
- Ms. Darrow moved to approve the Superintendent's Goals 2023-24.
  - Ms. Harrison seconded.
  - Discussion: Dr. Hermsyer reviewed the proposed goals and explained the reason why each of the individual goals were selected for this year's focus.
  - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
15. **Closed Session - Enter into Closed Session at 5:49 pm - In Accordance with Gov Code Section 54954.5/54956.8**
- Real Property Negotiations - F - 2371
16. **Open Session - Enter into Open Session at 6:15pm**
- Report of Action Taken in Closed Session
    - No Action to Report
17. **Board Comments**
- None
18. **Action: Motion to Adjourn the Meeting**
- Ms. Araiza moved to adjourn the meeting at 6:20 p.m.
  - Mr. Harrison seconded.
  - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

  
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BJ Heath, Secretary

December 7, 2023

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Date