

# PACIFIC 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 Marlene Darrow, Vice Chair Collin Harrison, Treasurer Barbara BJ Heath, Secretary Jennifer Mejares-Pham, Board Director Debbie Daniel, Board Director Justin Moldenhauer, Board Director (arrived 4:35 p.m.)	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Superintendent, Admin Ops Tanya Rogers, Asst. Superintendent, Business Vivian Price, Asst. Superintendent, Education Michelle Sapanara, Asst. Superintendent, Student Services Natali South, Senior Director of Charter Relations 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
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- 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 Report, and Reappointment 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 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

**14. 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

**15. Open Session - Enter into Open Session at 6:15pm**


- Report of Action Taken in Closed Session
  - No Action to Report

**16. Board Comments**

- None

**17. 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