

CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR MEETING MINUTES

December 5, 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:

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

Kathleen Hermsmeyer, Superintendent
Amy Podratz, Asst. Superintendent, Admin. Ops.
Tanya Rogers, Asst. Superintendent, Business
Vivian Price, Asst. Superintendent, Education
Natali South, Senior Director of Charter Relations
Trevor Johnson, Senior Director of Business
Jared McLeod, Sr. Dir. of Achievement & Assessment
Heather Ferenc, Senior Director of Education
Courtney Cook, Senior Director of Special Education
Karl Yoder, Chief Financial Advisor
Priscilla Doorbar, Principal

1. Call to Order and Pledge of Allegiance

- Ms. Rivas called the meeting to order at 4:00 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, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Board Minutes from September 12, 2023**
- Ms. Woodson moved to approve the Board Minutes from September 12, 2023.
 - Ms. LaCount seconded.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Consent Agenda**
- Dr. Dokes moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, and Contract Ratifications: iReady and Innovative School Solutions.
 - Ms. Woodson seconded.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

5. **Public Comments**
- None

Presentation: Student Spotlight - Caleb

- Natali South explained that each meeting will feature a student presentation. In today's meeting, the board watched a video of an 8th-grade student, Caleb, as he performed Prelude #1 in B Flat Major by George Gershwin on the piano.

6. **Information: Superintendent's Report**
- Dr. Hermsmeyer reviewed the Superintendent's report and provided network-wide updates including her recently posted Op-Ed about Flex-based schooling options, our recent Federal Program Monitoring audit which resulted in zero findings and the Credo report that named Springs as a gap-busting school for our academic achievement.

7. **Information: Comprehensive School Safety Plan**
- Tanya Rogers explained that each school must create a safety plan and update it every year. This plan is shared with multiple agencies in order to provide necessary information needed in the event of an emergency. Public-view copies are available with sensitive and private information redacted.

8. **Presentation: Charter Cash Management Program (CCMP) and FAQ**
 - Karl Yoder reviewed the Cash Management Program which allows the school to invest excess cash reserves and earn interest. This is a fairly new opportunity for charter schools. This likely will earn the school approximately \$80,000 - \$100,000 in a year.

9. **Information: First Reading of Investment Policy - BP 4016.1**
 - Karl Yoder presented proposed policy 4016.1 - Investment Policy. This policy outlines the general framework for investing school funds, and will be brought back for a second reading and approval at a future meeting.

10. **Action: Approval of the Resolution Authorizing Participation in the Charter Cash Management Program**
 - Ms. Large moved to approve the Resolution Authorizing Participation in the Charter Cash Management Program.
 - Ms. Rivas seconded.
 - Discussion: Karl explained that this resolution allows the school to participate in the CCMP as explained earlier in the meeting. Karl will be asking for the set-up fee to be waived.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

11. **Action: Approval of 2024-25 Attendance and Credentialed Staff Calendar**
 - Ms. Rivas moved to approve the 2024-25 Attendance and Credentialed Staff Calendar.
 - Dr. Dokes seconded.
 - Discussion: Amy Podratz reviewed the proposed calendar and explained that it reflects 175 student days, per legal requirement.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

12. **Action: Approval of 1st Interim Budget 23-34.**
 - Ms. Large moved to approve the 1st Interim Budget for 23-24
 - Ms. Woodson seconded.
 - Discussion: Trevor Johnson reviewed the 1st Interim Budget which is the first look at the current school's budget as compared to enrollment and expenses. Trevor indicated that we're in a good financial position.
 - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

13. **Action: Approval of Acceptance of Annual Audit for Fiscal Year 2022-23**
 - Ms. LaCount moved to approve the acceptance of the Annual Audit for Fiscal Year 2022-23.

- Ms. Large seconded.
- Discussion: Tanya Rogers reviewed the annual audit and indicated that this is a draft version with some final details to be added, but it reflects a clean audit with no findings.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

14. Action: Approval of Special Education Contract Addition to Budget

- Ms. Woodson moved to approve the Special Education Contract Addition to Budget.
- Ms. Rivas seconded.
- Discussion: Trevor Johnson explained the need for additional funds for our Special Education service contracts. Courtney Cook explained which services are the most requested, and the plans to add additional staff who can provide some of the services.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

15. Action: Approval of Waive First Reading and Approve Updated Policy Title 1 Part A - LEA Level Parent and Family Engagement Policy

- Ms. LaCount moved to waive the First Reading and approve updated Policy Title 1 Part A - LEA Level Parent and Family Engagement Policy.
- Ms. Large seconded.
- Discussion: Jared McLeod explained that River Springs recently underwent a Federal Program Monitoring review, which resulted in zero findings. During the audit, however, it was determined that this policy needs to have some minor additions made in order to be fully compliant, so we are making the amendment for all charters in the network.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted

16. Closed Session - in Accordance with Gov Code Section 54956.9/54957 - Entered Closed Session at 5:02 p.m.

- Evaluation of Superintendent

17. Open Session 5:38

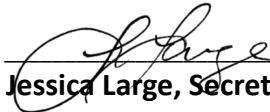
- Report of Action Taken in Closed Session
 - Evaluation of Superintendent
 - The board reviewed the report provided by the superintendent and the subcommittee's remarks. The board expressed thanks for Dr. Hermsmeyer's diligent work and indicated that she has received an excellent evaluation.

18. Board Comments and Future Agenda Requests

- Dr. Dokes: The movie, A Million Miles Away, featuring our Ignite! speaker is out now and it's really good!
- Ms. Ponzio: I loved the Student Spotlight addition to the meeting. I'd love to get a copy of the Aloha Welcome Week booklet. Merry Christmas, everyone!

19. Action: Motion to Adjourn the Meeting

- Ms. Rivas moved to adjourn the meeting at 5:41 p.m.
- Dr. Dokes seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson
0 Noes; 0 Absent; Motion Adopted



Jessica Large, Secretary

Feb. 6, 2024
Date