

EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR MEETING MINUTES

December 7, 2023

9:00 a.m.

27740 Jefferson Ave. Temecula, CA
Rancho Cucamonga Student Center
8969 Archibald Ave.
Rancho Cucamonga, 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:

Dianne Mendez, Board Chair Stephanie Vargas, Vice Chair Michelle Nagelvoort, Secretary Jason Rodriguez, Board Director Ivo Caouette, Board Director Tracey Vela, Board Director	Kathleen Hermsmeyer, Superintendent Tanya Rogers, Asst. Supt. of Business Vivian Price, Asst. Supt. of Education Amy Podratz, Asst. Supt. of Human Resources Michelle Sapanara, Asst. Supt. of Student Services Natali South, Senior Director of Charter Relations Trevor Johnson, Senior Director of Business Courtney Cook, Senior Director of Special Education Karl Yoder, Chief Financial Advisor Laura Banda, Director of Assessment & Achievement Monica Lopez, Principal
--	--

1. Call to Order and Pledge of Allegiance

- Ms. Vargas called the meeting to order at 9:07 a.m. and led the Pledge of Allegiance.

2. Approval of Agenda

- Ms. Vela moved to approve the agenda.
- Ms. Nagelvoort seconded.
- Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted

3. **Action: Approval of Board Minutes from September 14, 2023**
 - Ms. Nagelvoort moved to approve the Minutes from September 14, 2023.
 - Mr. Caouette seconded.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Ms. Vela moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, and Contract Ratification: Innovative School Solutions
 - Ms. Nagelvoort seconded.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted

5. **Public Comments**
 - None

6. **Presentation: Student Spotlight - Rancho Cucamonga Student Leadership**
 - The Student Leadership team spoke to the board about recent events and upcoming opportunities for their campus.

7. **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.

8. **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.

9. **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.

- 10. 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.

- 11. Action: Approval of the Resolution Authorizing Participation in the Charter Cash Management Program**
 - Mr. Caouette moved to approve the Resolution authorizing participation in the Charter Cash Management Program.
 - Ms. Vela seconded.
 - Discussion: Karl explained that this resolution allows the school to participate in the CCMP as explained earlier in the meeting.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted

- 12. Action: Approval of 2024-25 Attendance and Credentialed Staff Calendar**
 - Ms. Vela moved to approve the 2024-25 Attendance and Credentialed Staff Calendar.
 - Ms. Nagelvoort seconded.
 - Discussion: Amy Podratz reviewed the proposed calendar and explained that it reflects 175 student days, per legal requirement.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted

- 13. Action: Approval of 1st Interim Budget for 23-24**
 - Ms. Nagelvoort moved to approve the 1st Interim Budget for 23-24.
 - Ms. Vela seconded.
 - Discussion: Tanya Rogers reviewed the 1st Interim Budget which is the first look at the current school's budget as compared to enrollment and expenses. Tanya indicated that we're in a good financial position.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted

- 14. Action: Approval of Acceptance of Annual Audit for Fiscal Year 2022-23**
 - Ms. Vela moved to approve the Acceptance of Annual Audit for Fiscal Year 2022-23.
 - Mr. Caouette 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: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted
- 15. Action: Approval of Special Education Contract Addition to Budget**
- Ms. Vela moved to approve the Special Education Contract Addition to Budget.
 - Ms. Nagelvoort seconded.
 - Discussion: Trevor Johnson explained the need for additional funds for our Special Education service contracts.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted
- 16. Action: Approval of Waive First Reading and Approve Updated Policy Title 1 Part A - LEA Level Parent and Family Engagement Policy**
- Ms. Vela moved to approve the Waive First Reading and Approve Updated Policy Title 1 Part A - LEA Level Parent and Family Engagement Policy.
 - Ms. Nagelvoort seconded.
 - Discussion: Laura Banda 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: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted
- 17. Action: Approval of iReady Contract**
- Mr. Caouette moved to approve the iReady Contract.
 - Ms. Nagelvoort seconded.
 - Discussion: Laura Banda explained that this is an annual contract. We use iReady for assessment. There is a slight increase in the cost of the services this year, as well as an increase in enrollment, causing the higher amount compared to last year.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted
- 18. Action: Approval of Long Distance Travel Venture Online Mid-Year Event/Professional Development and ILP Staff Development Day**
- Ms. Nagelvoort moved to approve Long Distance Travel Venture Online Mid-Year Event/Professional Development and ILP Staff Development Day.
 - Mr. Caouette seconded.
 - Discussion: Dr. Hermsmeyer explained that this will allow our out-of-state Venture staff to travel in order to attend our mid-year staff training.

- Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted
- 19. Closed Session - In Accordance with Gov Code Section 54957.1/54957.9 Entered into at 10:15 a.m.**
- Superintendent Evaluation
- 20. Open Session**
- Report of Action Taken in Closed Session
 - Superintendent Evaluation
 - Dr. Hermsmeyer reviewed the report that shows the data points related to 22-23 goals. The board expressed thanks for Dr. Hermsmeyer's diligent work and indicated that she has received an excellent evaluation.
- 21. Action: Motion to Adjourn the Meeting**
- Mr. Caouette moved to adjourn the meeting at 10:40 a.m.
 - Ms. Vela seconded.
 - Vote: 6 Ayes: Caouette, Mendez, Nagelvoort, Rodriguez, Vargas, Vela; 1 Absent: Schneider; 0 Noes; Motion Adopted



Michelle Nagelvoort, Secretary

February 8, 2024

Date