

# HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

700 E. Bobier Ave. Vista, CA 92084

## REGULAR MEETING MINUTES

February 8, 2024

*4:30 p.m.*

Virtual Board Meeting due to State of Emergency

*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 (arrived at 4:50 p.m.) Debbie Daniel, Board Director	Amy Podratz, Asst. Superintendent, Admin. Ops. Tanya Rogers, Asst. Superintendent, Business Vivian Price, Asst. Superintendent, Education Michelle Sapanara, Asst. Superintendent, St. Services Virginia Smith, Asst. Superintendent, HR Natali South, Senior Director of Charter Relations Trevor Johnson, Senior Director of Business
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- 1. Call to Order and Pledge of Allegiance**
  - Ms. Araiza called the meeting to order at 4:31 p.m. and led the Pledge of Allegiance.
- 2. Action: Approval of Agenda**
  - Ms. Daniel moved to approve the agenda.
  - Ms. Heath seconded.
  - Vote: 5 Ayes: Araiza, Daniel, Darrow, Harrison, Heath; 2 Absent: Mejares-Pham, Moldenhauer; 0 Noes; Motion Adopted
- 3. Action: Approval of Minutes from December 7, 2023**
  - Mr. Harrison moved to approve the Minutes from December 7, 2023.
  - Ms. Heath seconded.
  - Vote: 5 Ayes: Araiza, Daniel, Darrow, Harrison, Heath; 2 Absent: Mejares-Pham, Moldenhauer; 0 Noes; Motion Adopted

4. **Action: Approval of Special Called Minutes from December 7, 2023**
  - Ms. Daniel moved to approve the Special Called Minutes from December 7, 2023.
  - Mr. Harrison seconded.
  - Vote: 5 Ayes: Araiza, Daniel, Darrow, Harrison, Heath; 2 Absent: Mejares-Pham, Moldenhauer; 0 Noes; Motion Adopted
  
5. **Action: Approval of Special Called Minutes from January 18, 2024**
  - Mr. Harrison moved to approve the Special Called Minutes from January 18, 2024.
  - Ms. Heath seconded.
  - Vote: 5 Ayes: Araiza, Daniel, Darrow, Harrison, Heath; 2 Absent: Mejares-Pham, Moldenhauer; 0 Noes; Motion Adopted
  
6. **Action: Approval of Consent Agenda**
  - Mr. Harrison moved to Approve the Warrants, Personnel Action Report, and School Accountability Report Card (SARC).
  - Ms. Daniel seconded.
  - Vote: 5 Ayes: Araiza, Daniel, Darrow, Harrison, Heath; 2 Absent: Mejares-Pham, Moldenhauer; 0 Noes; Motion Adopted
  
7. **Public Comment**
  - None
  
8. **Presentation/Activity: Student Spotlight - Spelling Bee, History Day, and Science Fair Update**
  - Nikkole McAdoo featured a video highlighting recent student events including Springs' Spelling Bee, History Day and Science Fair.
  
9. **Information: Superintendent's Report**
  - In Dr. Hermsmeyer's absence, Vivian Price reviewed the Superintendent's Report and provided network-wide updates. She highlighted our Spring into Teaching program and indicated we have several staff members currently enrolled in the program.
  
10. **Information: Governor's January Budget Update**
  - Trevor Johnson reviewed the Governor's budget update and indicated that we are monitoring closely. The Governor will release additional information in his May Revise which we will use to project funding when preparing our budgets for the upcoming year.

- 11. Information: First Reading of Policy 4017.1 Hardship Wage Advancement**

  - Trevor Johnson presented this policy and explained that the policy will create the parameters for wage advancement for employees experiencing hardships. No changes were requested, and the policy will be brought forward at the next meeting for second reading and approval.
  
- 12. Information: First Reading of Policy 4018.1 ASBs, Booster Clubs, and PTO/As**

  - Trevor Johnson presented this policy and explained that the policy outlines the process for our campuses to create booster clubs, ASBs and/or PTO/As. No changes were requested, and the policy will be brought forward at the next meeting for second reading and approval.
  
- 13. Information: 2023-24 Mid-Year Local Control and Accountability Plan (LCAP) Implementation Update**

  - Katherine VanLeeuwen reviewed the Mid-Year LCAP report and answered board members' questions. Katherine explained that there will be an opportunity for us to solicit feedback from our educational partners and the annual report will be brought to the board at a future meeting.
  
- 14. Action: Second Reading and Approval of Investment Policy - BP 4016.1**

  - Ms. Heath moved to approve the Second Reading and Approval of Investment Policy - BP 4016.1.
  - Ms. Darrow seconded.
  - Discussion: Trevor Johnson reminded the board that this policy allows us to participate in investment opportunities. It was previously brought for first reading, with no changes requested.
  - Vote: 6 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted
  
- 15. Action: Approval of Auditor Selection 2023-24**

  - Mr. Harrison moved to approve the Auditor Selection 2023-24.
  - Ms. Mejares-Pham seconded.
  - Discussion: Trevor Johnson indicated that we would like to continue working with our audit firm.
  - Vote: 6 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted
  
- 16. Action: Approval of Local School Wellness Policy**

  - Mr. Harrison moved to approve the acceptance of the Local School Wellness Policy.
  - Ms. Daniel seconded.

- Discussion: Trevor Johnson introduced Breana Diaz who has been working closely with CDE to be sure our Local School Wellness Policy meets the requirements.
- Vote: 6 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

**17. Action: Waive First Reading and Approve Updated Policy 5025.1 - Education of Homeless Children and Youth**

- Mr. Harrison moved to Waive First Reading and Approve Updated Policy 5025.1 - Education of Homeless Children and Youth.
- Ms. Daniel seconded.
- Discussion: Michelle Sapanara introduced this policy and explained that minor edits were being made to align with the law and current practices.
- Vote: 6 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

**18. Action: Approval of Long Distance Travel - National Charter School Conference 2024**

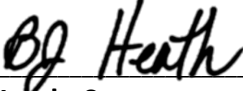
- M moved to approve the Long Distance Travel - National Charter School Conference - 2024.
- M seconded.
- Discussion: Natali South explained that one board member, Jennifer Mejares-Pham, has selected to attend the National Charter School Conference which is being held in Boston, Massachusetts in June.
- Vote: 6 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

**19. Board Comments**

- None

**20. Action: Motion to Adjourn the Meeting**

- Ms. Darrow moved to adjourn the meeting at 5:52 p.m.
- Ms. Daniel seconded.
- Vote: 6 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham; 1 Absent: Moldenhauer; 0 Noes; Motion Adopted

  
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 BJ Heath, Secretary

March 7, 2024

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 Date