

# CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

March 5, 2024

**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 (arrived at 4:04 p.m.)  
Eugene Dokes, Vice Chair  
Michael Solomon, Treasurer  
Jessica Large, Secretary  
Kellie Woodson, Board Director  
Charlene Ponzio, Board Director  
Cheryl LaCount, Board Director

Dr. Kathleen Hermsmeyer, Superintendent  
Vivian Price, Asst. Superintendent, Education  
Michelle Sapanara, Asst. Superintendent, Student Services  
Virginia Smith, Asst. Superintendent, HR  
Tanya Rogers, Asst. Superintendent, Business  
Natali South, Senior Director of Charter Relations  
Trevor Johnson, Senior Director of Business  
Jared McLeod, Senior Director of Achievement & Assessment  
Sarah Adams, Senior Director of Student Services  
Priscilla Doorbar, Principal

### 1. Call to Order and Pledge of Allegiance

- Ms. Large called the meeting to order at 4:02 p.m. and led the Pledge of Allegiance.

### 2. Action: Approval of Agenda

- Ms. LaCount moved to approve the agenda.
- Ms. Woodson seconded.
- Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Solomon, Woodson  
0 Noes; 1 Absent: Rivas; Motion Adopted

3. **Action: Approval of Board Minutes from February 6, 2024**
  - Dr. Dokes moved to approve the Board Minutes from February 6, 2024.
  - Ms. Woodson seconded.
  - Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Solomon, Woodson  
0 Noes; 1 Absent: Rivas; Motion Adopted
  
4. **Action: Approval of Consent Agenda**
  - Ms. LaCount moved to approve the Consent Agenda consisting of Warrants and Personnel Action Report.
  - Ms. Ponzio seconded.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson  
0 Noes; 0 Absent; Motion Adopted
  
5. **Public Comments**
  - None
  
6. **Information: Student Spotlight**
  - The board enjoyed watching a video made by Nathaniel, performing a song he wrote about Springs Charter Schools, called "Summer Draws Near."
  
7. **Information: CAASPP Participation Awards**
  - Jared McLeod presented a certificate of recognition to Caleb Bush for earning a perfect score on last year's Math CAASPP test.
  
8. **Information: Superintendent's Report**
  - Dr. Hermsmeyer reviewed the Superintendent's Report featuring network-wide events and updates. She highlighted recent staff development days for both teaching and classified staff. Dr. Hermsmeyer invited the board to submit any pictures, stories, videos or testimonials that we might want to feature for next year's celebration of Springs' 25th anniversary.
  
9. **Information: Completion of Statement Conflict Interest Form 700**
  - Natali South reminded the board that it is time to complete the annual Conflict of Interest document, Form 700. Springs will retain the forms as approved by the County Board of Supervisors.
  
10. **Information: First Reading of BP 4019.1 Grants, Gifts, and Bequests**
  - Trevor Johnson explained this policy codifies the process for the school to receive funds through grant opportunities, gifts or bequests. There were no changes requested, and the policy will be brought forward for approval at the next meeting.

- 11. Information: Recruitment Efforts**

  - Virginia Smith provided a review of efforts being made in the area of recruiting, specifically for substitute teachers.
  
- 12. Action: Approval of College and Career Access Pathways Partnership Agreement regarding Dual Enrollment between the Kern Community College District and Citrus Springs**

  - Ms. Large moved to approve the College and Career Access Pathways Partnership Agreement regarding Dual Enrollment between the Kern Community College District and Citrus Springs.
  - Ms. Woodson seconded.
  - Discussion: Sarah Adams explained the opportunity for our students to earn dual enrollment credits.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson  
0 Noes; 0 Absent; Motion Adopted
  
- 13. Action: Approval of Second Interim Budget 23/24**

  - Ms. LaCount moved to approve the Second Interim Budget for the 23/24 school year.
  - Ms. Rivas seconded.
  - Discussion: Trevor Johnson reviewed the Second Interim Budget report. He indicated that there have not been any significant adjustments compared to the First Interim projections presented earlier in the year.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson  
0 Noes; 0 Absent; Motion Adopted
  
- 14. Action: Approval of Bonus Previously Paid**

  - Ms. LaCount moved to approve the report about bonuses that have already been paid.
  - Ms. Woodson seconded.
  - Discussion: Trevor Johnson informed the board that STRS has requested a separate action item to be taken regarding bonuses that were already paid. The bonuses were already board-approved through the budget and salary scale approvals, however, this allows for transparency regarding the payment of bonuses.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson  
0 Noes; 0 Absent; Motion Adopted
  
- 15. Action: Second Reading and Approval of Board Policy 4017.1- Hardship Wage Advancement**

  - Dr. Dokes moved to approve the Second Reading and Approval of Board Policy 4017.1- Hardship Wage Advancement.
  - Ms. Large seconded.

- Discussion: Trevor Johnson reminded the board that this policy provides the guidelines for salary advances based on hardship. The policy was brought forward for a first reading at a previous meeting, and no changes were requested.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson  
0 Noes; 0 Absent; Motion Adopted

**16. Action: Second Reading and Approval of Board Policy 4018.1 - ASBs, Booster Clubs, and PTO/As**

- Ms. Rivas moved to approve the Second Reading and Approval of Board Policy 4018.1 - ASBs, Booster Clubs, and PTO/As.
- Ms. Large seconded.
- Discussion: Trevor Johnson reminded the board that this policy provides the regulations for ASBs, Booster Clubs and PTO/As on our campuses. At a prior meeting, the policy was presented for first reading, with no requested adjustments.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson  
0 Noes; 0 Absent; Motion Adopted

**17. Board Comments and Future Agenda Requests**

- Ms. LaCount: I attended the Science and Engineering Fair at the Riverside Convention Center, and Springs was very well represented!

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

- Ms. Large moved to adjourn the meeting at 4:59 p.m.
- Dr. Dokes seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson  
0 Noes; 0 Absent; Motion Adopted

  
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Jessica Large, Secretary

March 18, 2024

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Date