

CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR MEETING MINUTES

May 7, 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
Eugene Dokes, Vice Chair
Jessica Large, Secretary
Kellie Woodson, Board Director
Charlene Ponzio, Board Director
Cheryl LaCount, Board Director

Dr. Kathleen Hermsmeyer, Superintendent
Michelle Sapanara, Asst. Superintendent, Student Services
Amy Podratz, Asst. Superintendent, Admin. Operations
Tanya Rogers, Asst. Superintendent, Business
Natali South, Senior Director of Charter Relations
Trevor Johnson, Senior Director of Business
Katherine VanLeeuwen, Senior Director Admin. Operations

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: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted

3. **Action: Approval of Board Minutes from March 18, 2024**
 - Ms. Woodson moved to approve the Board Minutes from March 18, 2024.
 - Ms. LaCount seconded.
 - Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Dr. Dokes moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, and ratification of the Moore Flooring contract.
 - Ms. Rivas seconded.
 - Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted

5. **Public Comments**
 - None

6. **Information: Student Spotlight**
 - The board enjoyed a video created by Max and Mateo, twin brothers in 8th grade at Springs. Max plays guitar, while Mateo enjoys roping. When Principal Mrs. Doorbar asked their peers about them, everyone described them as sweet and friendly.

7. **Information: Superintendent's Report**
 - Dr. Hermsmeyer reviewed the Superintendent's Report and provided updates including additional credentialing requirements for TK teaching staff.

8. **Information: First Reading of Board Policy 5035.1 - Animals at School**
 - Michelle Sapanara reviewed the proposed policy regarding animals at school. This policy will be brought back to a future meeting for second reading and approval.

9. **Information: First Reading of Revised Board Policy 3003.1 - Credit Cards**
 - Tanya Rogers reviewed the proposed changes to our credit card policy. This policy will be brought back to a future meeting for second reading and approval.

10. **Information: First Reading of Revised Board Policy 3004.1 - Expense Reimbursement**
 - Tanya Rogers reviewed the proposed changes to our expense reimbursement policy. This policy will be brought back to a future meeting for second reading and approval.

- 11. Information: First Reading of Revised Board Policy 3006.1 - Travel**
 - Tanya Rogers reviewed the proposed changes to our expense reimbursement policy. This policy will be brought back to a future meeting for second reading and approval.

- 12. Information: Public Comment for Local Control and Accountability Plan (LCAP)**
 - Natali South declared the Public Comment Window open at 4:35. Katherine Van Leeuwen reviewed the LCAP and provided information regarding each of the categories. No members of the public opted to make comments, and the Public Comment Window was closed at 4:46.

- 13. Action: Approval of Financial Update 23-24**
 - Ms. LaCount moved to approve the Financial Update 23-24.
 - Dr. Dokes seconded.
 - Discussion: Tanya Rogers reviewed the financial update in preparation for the upcoming budget approval for 24-25.
 - Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted

- 14. Action: Second Reading and Approval of Board Policy 4019.1 - Grants, Gifts, and Bequests Policy**
 - Ms. LaCount moved to approve the Second Reading and Approval of Board Policy 4019.1 - Grants, Gifts, and Bequests Policy.
 - Ms. Large seconded.
 - Discussion: Tanya Rogers reminded the board that this policy was submitted for first reading with
 - Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted

- 15. Action: Approval of 2024-25 Consolidated Application for Funding**
 - Ms. Rivas moved to approve the 2024-25 Consolidated Application for Funding.
 - Ms. LaCount seconded.
 - Discussion: Trevor Johnson explained that this application allows us to submit a single application for multiple grant and funding opportunities.
 - Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted

- 16. Action: Approval of SB740 Grant**
 - Ms. Woodson moved to approve the SB740 Grant.
 - Ms. Rivas seconded.
 - Discussion: Trevor Johnson explained that this grant allows us to be reimbursed for 50%-75% of our facility lease expenses. We have to apply each year.

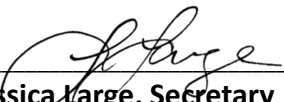
- Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted

17. Board Comments and Future Agenda Requests

- Ms. Ponzio: Thank you for the Student Spotlights! Thank you for the recovery box you sent after my surgery.

18. Action: Motion to Adjourn the Meeting

- Ms. Woodson moved to adjourn the meeting at 5:06 p.m.
- Ms. Large seconded.
- Vote: 6 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Woodson
0 Noes; 1 Absent: Solomon; Motion Adopted



Jessica Large, Secretary

06/04/24

Date