

# CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

September 10, 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:

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

Dr. Kathleen Hermsmeyer, Superintendent  
Virginia Smith, Asst. Superintendent, Human Resources  
Tanya Rogers, Asst. Superintendent, Business  
Amy Podratz, Asst. Superintendent, Admin. Operations  
Natali South, Senior Director of Charter Relations  
Trevor Johnson, Senior Director of Business  
Denise Smith, Senior Director of Human Resources  
Ruth Newsome, Senior Director of Human Resources  
Priscilla Doorbar, Principal  
Renee Albright, Charter Relations Coordinator

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

- Ms. Rivas called the meeting to order at 4:01 p.m. and led the Pledge of Allegiance.

### 2. Action: Election of Officers & Appointment of Subcommittees

- Ms. Woodson moved to elect Dr. Dokes as Board Chair.
- Ms. LaCount seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Solomon;  
0 Noes; 0 Absent; Motion Adopted
  
- Ms. LaCount moved to elect Ms. Large as Vice Chair.
- Mr. Solomon seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Solomon;

0 Noes; 0 Absent; Motion Adopted

- Dr. Dokes moved to elect Mr. Solomon as Board Secretary.
- Ms. Woodson seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Solomon;  
0 Noes; 0 Absent; Motion Adopted

- Ms. Large moved to elect Ms. LaCount as Board Treasurer.
- Ms. Woodson seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Solomon;  
0 Noes; 0 Absent; Motion Adopted

- Ms. Large moved to appoint Ms. Woodson and Dr. Dokes to the Superintendent's Evaluation Subcommittee.
- Ms. LaCount seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Solomon;  
0 Noes; 0 Absent; Motion Adopted

- Dr. Dokes moved to appoint Ms. Large as Citrus Springs' representative on the Succession Plan Subcommittee.
- Ms. Woodson seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Rugge, Solomon;  
0 Noes; 0 Absent; Motion Adopted

**3. 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

**4. Action: Approval of Board Minutes from June 4, 2024**

- Ms. Rivas moved to approve the Board Minutes from June 4, 2024.
- Ms. Woodson seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson;  
0 Noes; 0 Absent; Motion Adopted

**5. Action: Approval of Board Minutes from August 6, 2024**

- Ms. LaCount moved to approve the Board Minutes from August 6, 2024.
- Ms. Large seconded.
- Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson;  
0 Noes; 0 Absent; Motion Adopted

6. **Action: Approval of Consent Agenda**
  - Ms. Woodson moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, Delayed State Data: CA School Dashboard Priority 1, and Contract Ratification: Savvas enVision Math Curriculum Contract.
  - Ms. LaCount seconded.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
7. **Public Comments**
  - None
8. **Information: Student Spotlight - 8th Grade Summer Camp Video Presentation**
  - The board enjoyed a video created by our Education Department. Staff members from our Education Department took 8th-grade students to a week-long summer camp to bond with their peers and learn about their inner emotions.
9. **Information: Staff Spotlight - Board Appreciation Dinner 2024 Ignite! Video Presentation**
  - The board enjoyed a video created by Parrell 40 Productions of our Board Appreciation Dinner 2024. Our Board Appreciation Dinner was held on August 6th, 2024, at Pechanga Resort and Casino in the Grand Ballroom.
10. **Information: Staff Spotlight - 25th Ignite! 2024 Video Presentation**
  - The board enjoyed a video created by Parrell 40 Productions of our Staff Development 2024 (IGNITE!). Our Staff Development 2024 (IGNITE!) was held on August 7th, 2024, at Pechanga Resort and Casino in the Summit Ballroom.
11. **Information: Superintendent's Report**
  - Kathleen Hermsmeyer reviewed the Superintendent's Report and provided updates about the start of the school year. Additionally, she informed the board that we recently had the Public Hearing at Orange County Board of Education for the consideration of our county-wide benefit charter, Orange Springs. Senior staff participated in a capacity meeting regarding the proposed charter, and the vote will occur in October.
12. **Information: Board Conference Options 2024-25**
  - Natali South explained that one member per charter may attend a conference this year.

- 13. Action: Approval of Approval Unaudited Actuals**
- Ms. Woodson moved to approve the Unaudited Actuals.
  - Ms. Rivas seconded.
  - Discussion: Trevor Johnson reviewed the Unaudited Actuals for 2023-24. These will be reviewed during the upcoming audit. Trevor explained the sources of funding and reviewed expenditures.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 14. Action: Waive the First Reading and Approval of Board Policy 5036.1 - Student Parking**
- Ms. LaCount moved to waive the First Reading and approve Board Policy 5036.1 - Student Parking.
  - Ms. Large seconded.
  - Discussion: Tanya Rogers explained that some of the sites in the network have grown to the size that we need to implement a parking policy. While Citrus Springs is not facing this issue, we try to have consistent policies across all our charters so that the policy is in place if needed.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 15. Action: Approval of Stipend Agreement Form (SAF) Schedule for 2024-25**
- Ms. Large moved to approve the Stipend Agreement Form (SAF) Schedule for 2024-25.
  - Ms. Rivas seconded.
  - Discussion: Trevor Johnson explained that we have always offered stipends, which have been approved through the general budget process. CalSTRS has requested a separate approval for clarity regarding retirement credit reporting.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 16. Action: Approval of Longevity Bonuses presented at Ignite**
- Ms. Rivas moved to approve the Longevity Bonuses presented at Ignite.
  - Ms. Woodson seconded.
  - Discussion: Trevor Johnson explained that we have always offered stipends, which have been approved through the general budget process. CalSTRS has requested a separate approval regarding clarity for retirement credit reporting.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

- 17. Action: Approval of Expanded Learning Opportunities Program Plan**
- Ms. Woodson moved to approve the Expanded Learning Opportunities Program Plan.
  - Ms. LaCount seconded.
  - Discussion: Trevor Johnson explained that this plan is for the services that we provide outside the general school day including camps and afterschool programs. The plan must be approved in order to obtain ELOP funding.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 18. Action: Waive the First Reading and Approval of Updated Board Policy 7003.1 - Conflict of Interest Code**
- Ms. Large moved to waive the First Reading and approve Updated Board Policy 7003.1 - Conflict of Interest Code.
  - Ms. Woodson seconded.
  - Discussion: Denise Smith explained that minor edits have been made to the COI. The approved policy will be forwarded to the County Board of Supervisors for approval.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 19. Action: Approval of Superintendent's Goals 2024-25**
- Ms. Rivas moved to approve the Superintendent's Goals 2024-25.
  - Ms. Woodson seconded.
  - Discussion: Kathleen Hermsmeyer reviewed her proposed goals for the upcoming year.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
- 20. Board Comments and Future Agenda Requests**
- Ms. Ponzio: Ignite! was fantastic. Celebrating 25 years is a great accomplishment.
- 21. Action: Motion to Adjourn the Meeting**
- Ms. Rivas moved to adjourn the meeting at 5:15 p.m.
  - Ms. Woodson seconded.
  - Vote: 7 Ayes: Dokes, LaCount, Large, Ponzio, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted



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Michael Solomon, Secretary

12/10/24

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Date