

HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

700 E. Bobier Ave. Vista, CA 92084

REGULAR MEETING MINUTES

June 6, 2024

4:30 p.m.

700 E. Bobier Ave. Vista, CA 92084

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, Chair	Kathleen Hermsmeyer, Superintendent
Marlene Darrow, Vice Chair	Tanya Rogers, Asst. Superintendent, Business
Collin Harrison, Treasurer	Michelle Sapanara, Asst. Superintendent, Student Services
Barbara BJ Heath, Secretary	Amy Podratz, Asst. Superintendent, Admin. Operations
Jennifer Mejares-Pham, Board Director	Virginia Smith, Asst. Superintendent, HR
Debbie Daniel, Board Director	Natali South, Senior Director of Charter Relations
Justin Moldenhauer, Board Director	Tony Santistevan, Director of Facilities
	Sarah Adams, Senior Director of Student Services
	Courtney Cook, Senior Director of Special Education
	Laura Banda, Director of Assessment and Accountability

- 1. Call to Order and Pledge of Allegiance**
 - Ms. Araiza called the meeting to order at 4:38 p.m. and led the Pledge of Allegiance.
- 2. Action: Approval of Agenda**
 - Ms. Mejares-Pham moved to approve the agenda.
 - Mr. Moldenhauer seconded.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 3. Action: Approval of Minutes from May 9, 2024**
 - Mr. Harrison moved to approve the Minutes from May 9, 2024.
 - Ms. Mejares-Pham seconded.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Ms. Mejares-Pham moved to approve the Warrants and Personnel Action Report.
 - Ms. Daniel seconded.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

5. **Public Comment**
 - None

6. **Presentation/Activity: Student Spotlight - Junior Senior Prom Video Presentation**
 - The board enjoyed watching a video from this year's prom event.

7. **Information: Superintendent's Report**
 - Dr. Hermsmeyer reviewed the Superintendent's Report and provided network-wide updates. She shared information about assessment, graduation and our upcoming Ignite! conference.

8. **Information: Notification Harbor Springs Charter Secondary District Plan and Work Experience Application (Renewal)**
 - Rosario Marquez explained that this application allows our CTE students to participate in work experience opportunities and earn school credit.

9. **Action: Approval of the 2024-2025 Local Control and Accountability Plan (LCAP)**
 - Mr. Moldenhauer moved to approve the 2024-2025 Local Control and Accountability Plan (LCAP).
 - Ms. Mejares-Pham seconded.
 - Discussion: Katherine Van Leeuwen explained that the LCAP outlines the major priorities and plans for the next three years, and specifically for the upcoming school year.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

10. **Action: Approval of Reporting of State Priority Local Indicators to CDE Dashboard**
 - Mr. Moldenhauer moved to approve the Reporting of State Priority Local Indicators to the CDE Dashboard.
 - Mr. Harrison seconded.
 - Discussion: Katherine Van Leeuwen presented the local indicators for our dashboard. These are self-reported indicators of our LCAP goals.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

- 11. Action: Approval of 2024-25 Budget Presentation**
- Mr. Harrison moved to approve the CSCS 2024-25 Budget Presentation.
 - Ms. Pham seconded.
 - Discussion: Tanya Rogers reviewed the budget for the upcoming year.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 12. Action: Second Reading and Approval of Revised Board Policy 3003.1 - Credit Cards**
- Mr. Harrison moved to approve the Second Reading and Approval of Revised Board Policy 3003.1 - Credit Cards
 - Mr. Moldenhauer seconded.
 - Discussion: Tanya Rogers indicated that this policy was previously presented for approval with no requested changes.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 13. Action: Second Reading and Approval of Revised Board Policy 3004.1 - Expense Reimbursement**
- Ms. Daniel moved to approve the Second Reading and Approval of Revised Board Policy 3004.1 - Expense Reimbursement
 - Mr. Moldenhauer seconded.
 - Discussion: Tanya Rogers indicated that this policy was previously presented for approval with no requested changes.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 14. Action: Second Reading and Approval of Revised Board Policy 3006.1 - Travel Policy**
- Ms. Mejares-Pham moved to approve the Second Reading and Approval of Revised Board Policy 3006.1 - Travel Policy.
 - Mr. Moldenhauer seconded.
 - Discussion: Tanya Rogers indicated that this policy was previously presented for approval with no requested changes.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 15. Action: Approval of Longevity Payments to 15, 20, and 25-year Employees**
- Ms. Darrow moved to approve the Longevity Payments to 15, 20, and 25-year Employees.
 - Mr. Harrison seconded.

- Discussion: Tanya Rogers indicated that we've paid longevity awards for years, and they've been adopted previously through the budget process. This individual approval allows additional transparency.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

16. Action: Approval of 2023-24 EPA Plan Actuals

- Ms. Mejares-Pham moved to approve the 2023-24 EPA Plan Actuals.
- Mr. Harrison seconded.
- Discussion: Tanya Rogers reported that .70 of teachers' salaries were paid by these funds for the 2023-24 school year.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

17. Action: Approval of 2024-25 EPA Multi-Year Plan

- Mr. Moldenhauer moved to approve the 2024-25 EPA Multi-Year Plan.
- Mr. Harrison seconded.
- Discussion: Tanya Rogers explained that we expect .92 of teachers' salaries to be paid through these funds for next school year.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

18. Action: Approval of Contract with Hatch & Cesario 2024-25

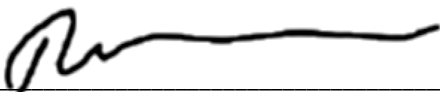
- Ms. Mejares-Pham moved to approve the Contract with Hatch & Casario 2024-25.
- Ms. Darrow seconded.
- Discussion: Tanya Rogers indicated that we use Hatch & Cesario for Special Education legal matters. The contract establishes the hourly rate and expected cost for 24-25.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

19. Action: Approval of Superintendent's Contract 2024-25

- Ms. Daniel moved to approve the Superintendent's Contract 2024-25.
- Mr. Harrison seconded.
- Discussion: Tanya Rogers reviewed Dr. Hermsmeyer's contract. The superintendent will receive a three-step salary increase as a result of a recent salary comparison study.
- Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

- 20. Action: Approval of Special Education Contracts for Providers for 2024-25**
- Mr. Moldenhauer moved to approve the Special Education Contracts for Providers for 2024-25.
 - Mr. Harrison seconded.
 - Discussion: Tanya Rogers explained that we expect to spend approximately \$200,000 on special education contracts for the upcoming school year.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 21. Action: Approval of Position Control System (PCS) and Salary Schedules 2024-2025**
- Ms. Daniel moved to approve the Position Control System (PCS) and Salary Schedules 2024-2025.
 - Ms. Darrow seconded.
 - Discussion: Denise Smith explained that the position control is brought forward for board approval each year. This year, a few positions have received adjustments to their starting line in order to remain competitive with the marketplace.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 22. Action: Approval of CL-500 Declaration of Need for Fully Qualified Educators**
- Ms. Mejares-Pham moved to approve the CL-500 Declaration of Need for Fully Qualified Educators.
 - Mr. Harrison seconded.
 - Discussion: Erin Chafin explained that the DON allows us to apply for limited assignment permits when a teacher hasn't yet acquired the appropriate credential.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
- 23. Action: Second Reading and Approval of Animals at School Board Policy 5035.1**
- Ms. Mejares-Pham moved to approve the Second Reading and Approval of Animals at School Board Policy 5035.1.
 - Ms. Daniel seconded.
 - Discussion: Michelle Sapanara explained that the policy was brought forward for first reading at a previous meeting. A minor adjustment was made to the language, but overall, the policy remains unchanged.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted

24. **Action: Approval of Board Calendar 2024-25**
- Ms. Mejares-Pham moved to approve the Board Calendar 2024-25.
 - Mr. Moldenhauer seconded.
 - Discussion: Natali South presented the calendar for next year's meetings.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted
25. **Closed Session - in Accordance with Gov Code Section 54954.5/54956.9:
Entered into at 6:13 p.m.**
- 54956.9: Special Education Settlement Agreement re: Student ID: 9112
26. **Open Session - Entered into Open Session at 6:27 p.m.**
- The board approved the settlement agreement.
27. **Board Comments**
- Ms. Mejares-Pham: Congratulations to Jennifer Araiza for earning her doctorate!
 - Ms. Darrow: Have a great summer! I look forward to seeing you all in August for Ignite!
28. **Action: Motion to Adjourn the Meeting**
- Ms. Mejares-Pham moved to adjourn the meeting at 6:29 p.m.
 - Ms. Daniel seconded.
 - Vote: 7 Ayes: Araiza, Daniel, Darrow, Harrison, Heath, Mejares-Pham, Moldenhauer; 0 Absent; 0 Noes; Motion Adopted



Reginald Wadlington, Secretary

Sept. 12, 2024

Date