

CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

REGULAR MEETING MINUTES

September 9, 2025

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:

Jessica Large, Chair
Michael Solomon, Vice Chair
Cheryl LaCount, Secretary
Pam Rivas, Treasurer
Eugene Dokes, Director
Todd Franklin, Director
Kellie Woodson, Director (arrived at 4:12 p.m.)

Dr. Kathleen Hermsmeyer, Superintendent
Dr. Vivian Price, Asst. Superintendent, Education
Virginia Smith, Asst. Superintendent, Human Resources
Michelle Sapanara, Asst. Superintendent, Student Services
Amy Podratz, Asst. Superintendent, Admin. Ops.
Natali South, Senior Director of Charter Relations
Trevor Johnson, Senior Director of Business
Ruth Newsome, Senior Director of Human Resources
Scott Llyod, Senior Director of Facilities
Priscilla Doorbar, Principal
Renee Albright, Charter Relations Coordinator

- 1. Establish a Quorum, Call to Order, and Pledge of Allegiance**
 - Ms. South called the meeting to order at 4:04 p.m. and led the Pledge of Allegiance.
- 2. Action: Oath of Office: Todd Franklin**
 - Ms. South led Todd Franklin in the Oath of Office. His first three-year term will expire June 30, 2028.

2. Action: Approval of Agenda

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

3. Action: Election of Officers & Appointment of Subcommittees

- Dr. Dokes moved to elect Jessica Large as Board Chair.
- Mr. Solomon seconded.
- Vote: 6 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon;
0 Noes; 1 Absent: Woodson; Motion Adopted

- Ms. Large moved to elect Michael Solomon as Vice Chair.
- Ms. Rivas seconded.
- Vote: 6 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon;
0 Noes; 1 Absent: Woodson; Motion Adopted

- Ms. Large moved to elect Cheryl LaCount as Board Secretary.
- Mr. Solomon seconded.
- Vote: 6 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon;
0 Noes; 1 Absent: Woodson; Motion Adopted

- Dr. Dokes moved to elect Pam Rivas as Board Treasurer.
- Ms. LaCount seconded.
- Vote: 6 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon;
0 Noes; 1 Absent: Woodson; Motion Adopted

- Ms. LaCount moved to appoint Dr. Dokes and Mr. Solomon to the Superintendent's Evaluation Subcommittee.
- Ms. Rivas seconded.
- Vote: 6 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon;
0 Noes; 1 Absent: Woodson; Motion Adopted

- Dr. Dokes moved to appoint Ms. LaCount as Citrus and Orange Springs' representative on the Succession Plan Subcommittee.
- Ms. Rivas seconded.
- Vote: 6 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon;
0 Noes; 1 Absent: Woodson; Motion Adopted

4. Action: Approval of Minutes from June 10, 2025

- Ms. Rivas moved to approve the minutes from June 10, 2025.
- Ms. LaCount seconded.
- Vote: 5 Ayes: Dokes, LaCount, Large, Rivas, Solomon;

0 Noes; 1 Absteniton: Franklin; 1 Absent: Woodson; Motion Adopted

5. **Action: Approval of Minutes from August 5, 2025**
 - Mr. Solomon moved to approve the minutes from August 5, 2025.
 - Ms. Large seconded.
 - Vote: 5 Ayes: Dokes, LaCount, Large, Rivas, Solomon, Woodson;
0 Noes; 1 Absteniton: Franklin; 1 Absent: Woodson; Motion Adopted
6. **Action: Approval of Consent Agenda**
 - Ms. Woodson moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, and Contract Ratifications: Intech Energy, Inc dba Sanalife Santa Ana, Smart Network Solutions Inc Santa Ana, iReady Contract, Paxton Patterson Contract.
 - Dr. Dokes seconded.
 - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson;
0 Noes; 0 Absent; Motion Adopted
7. **Public Comments**
 - None
8. **Information: Staff Spotlight - IGNITE! Day One**
 - The Board enjoyed a video presentation featuring our Springs Charter School's organization at our Annual Ignite! Conference - Day One. This was our day of professional development for all Springs' staff members.
9. **Information: Superintendent's Report**
 - Dr. Kathleen Hermsmeyer presented the Superintendent's Report and provided updates regarding the beginning of school, marketing efforts, and Charter School Advocacy Day at the Capitol.
10. **Information: First Reading of Board Policy 6005.1 - Remote Internet Access Board Policy**
 - Ruth Newsome explained that this policy outlines the parameters for cell phone and/or the issuance of MiFi devices, per position. The policy will be brought back for second reading and approval at a following meeting.
11. **Information: First Reading of Revised Board Policy 6002.1 - Cell Phones and Cell Phone Reimbursement**
 - Ruth Newsome explained that this policy outlines the parameters for cell phone issuance and cell phone reimbursement. The policy will be brought back for second reading and approval at a following meeting.

12. Action: Approval of Unaudited Actuals

- Ms. Woodson moved to approve the Unaudited Actuals.
- Ms. Rivas seconded.
- Discussion: Trevor Johnson reviewed the Unaudited Actuals and provided information regarding revenue, expenditures and grants. Our auditors will perform the official audit, and the final report will be presented at the December meeting.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

13. Action: Approval of Longevity Bonuses

- Ms. Rivas moved to approve the Longevity Bonuses.
- Ms. LaCount seconded.
- Discussion: Trevor Johnson explained that bonuses are paid for 15, 20 and 25-year employee recognition.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

14. Action: Approval of Resolution to Transfer Funds between Citrus Springs and Orange Springs Charters

- Dr. Dokes moved to approve the Resolution to transfer funds between Citrus Springs and Orange Springs Charters.
- Ms. Large seconded.
- Discussion: Trevor Johnson explained that the transfer of funds will supplement Orange Springs Charter's budget because Orange Springs is now serving students who were originally enrolled at Citrus Springs' Santa Ana Student Center.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

15. Action: Approval of Revised Position Control System (PCS) to reclassify Speech Language Pathologists

- Ms. Woodson moved to approve the revised Position Control System (PCS) to reclassify Speech Language Pathologists' salary schedules.
- Ms. LaCount seconded.
- Discussion: Ruth Newsome explained that the salary scale for Speech Language Pathologists has been updated to reflect current market value.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

16. Action: Approval of Superintendent Goals 2025-2026

- Ms. Woodson moved to approve the Superintendent Goals for the 2025-2026 school year.
- Ms. LaCount seconded.

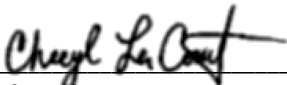
- Discussion: Dr. Kathleen Hermsmeyer discussed her Superintendent Goals for the 2025-26 school year.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

17. Board Comments and Future Agenda Requests

- None

18. Action: Motion to Adjourn the Meeting

- Ms. Rivas moved to adjourn the meeting at 5:14 p.m.
- Dr. Dokes seconded.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted



Cheryl LaCount, Secretary

Dec. 9, 2025

Date