

# CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

February 10, 2026

**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	Dr. Kathleen Hermsmeyer, Superintendent Virginia Smith, Asst. Superintendent, Human Resources Michelle Sapanara, Asst. Superintendent, Student Services Amy Podratz, Asst. Superintendent, Admin. Ops Tanya Rogers, Asst. Superintendent, Business Natali South, Senior Director of Charter Relations Trevor Johnson, Senior Director of Business Courtney Cook, Senior Director of Special Education Maureen Roye, Director of CITE Rosario Marquez, Asst. Director - Work-Based Programs Kenley Nakao, Asst. Director - VAPA Renee Albright, Charter Relations Coordinator
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- 1. Establish a Quorum, Call to Order, and Pledge of Allegiance**
  - Ms. Large called the meeting to order at 4:00 p.m. and led the Pledge of Allegiance.
- 2. Action: Approval of Agenda**
  - Ms. Rivas moved to approve the agenda.
  - Dr. Dokes seconded.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

3. **Action: Approval of Minutes from December 9, 2025**
  - Dr. Dokes moved to approve the minutes from December 9, 2025.
  - Ms. LaCount seconded.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
4. **Action: Approval of Minutes from January 20, 2026**
  - Ms. Woodson moved to approve the minutes from January 20, 2026.
  - Ms. LaCount seconded.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
5. **Action: Approval of Consent Agenda**
  - Dr. Dokes moved to approve the Consent Agenda consisting of Warrants, Personnel Action Report, and the School Accountability Report Card.
  - Ms. Woodson seconded.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
6. **Public Comments**
  - None
  
7. **Information: Student Spotlight - January Events**
  - The Board enjoyed a video presentation featuring Springs' January Events.
  
8. **Information: Superintendent's Report**
  - Dr. Kathleen Hermsmeyer presented the Superintendent's Report and provided network-wide updates. She indicated that we have submitted a Material Revision request to the Orange County Board of Education for Orange Springs to add an additional location. The vote will be held at the March 4, 2026 OCBOE meeting.
  
9. **Information: Visual and Performing Arts Informational Presentation**
  - Kenley presented the Visual & Performing Arts (VAPA) update to the Board, highlighting the development of Citrus Springs and Orange Springs Charter Schools' programs, including program vision, multi-year implementation plan, staffing overview, and budget allocation.
  
10. **Information: Presentation of CITE Program**
  - Maureen Roye presented to the Board on the CITE (Career Internship Technical Education) Program, highlighting program history, pathway offerings, student outcomes, and future initiatives. A printout copy of the presentation magazine was included for Board review.

- 11. Information: Presentation of Pre-Apprenticeship Program**
  - Rosario Marquez presented an update to the Board on the Citrus Springs Charter School Pre-Apprenticeship Program, highlighting program goals, student participation, pathway development, employer feedback, and future expansion plans.
  
- 12. Information: Selection of Auditor for Fiscal Year ending 06/30/26**
  - Trevor Johnson presented an update to the Board regarding the selection of an auditor for the fiscal year ending June 30, 2026, including audit rotation considerations, proposal reviews, and the timeline for Board approval of the audit contract. Interviews with potential companies will take place this week.
  
- 13. Information: Completion of Statement of Conflict of Interest Form 700**
  - Natali South discussed the annually required Statement of Conflict of Interest Form 700. The Board will complete applicable financial interests in accordance with the Conflict of Interest Code.
  
- 14. Action: Approval of Change to the 2025-26 Classified Calendar**
  - Dr. Dokes moved to approve the change to the 2025-26 Classified Calendar.
  - Ms. LaCount seconded.
  - Discussion: Trevor Johnson explained the revision to the 2025-26 Classified Calendar for 260-day staff.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
- 15. Action: Second Reading and Approval of Revised Board Policy 5000 Updates**
  - Ms. Large moved to approve the second reading of revised Board Policy 5000 Updates.
  - Ms. LaCount seconded.
  - Discussion: Michelle Sapanara reminded the board that the updates were presented at an earlier meeting for first reading, and that no additional edits were made.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
- 16. Action: Waive the First Reading and Approval of Revised Board Policy 5030.1 Immigrant Students and Families**
  - Ms. Rivas moved to waive the first reading and approve the revised Board Policy 5030.1 Immigrant Students and Families.
  - Ms. Woodson seconded.

- Discussion: Michelle Sapanara indicated in order to meet the legal timeline, we need to waive the first reading and approve the policy. The changed language reflects the practice that is already in place.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

**17. Action: Waive the First Reading and Approval of Behavioral Health Referral Protocols Grades 7 - 12 Board Policy 5029.2**

- Ms. LaCount moved to waive the first reading and approve the Behavioral Health Referral Protocols Board Policy 5029.2.
- Dr. Dokes seconded.
- Discussion: Michelle Sapanara indicated that new mental health protocols are in place, and this policy codifies our practice.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

**18. Action: Approval of Increase to Special Education Contracts for Providers for 2025 - 26**

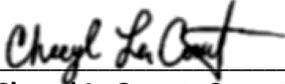
- Ms. Rivas moved to approve an increase to the Special Education Contracts for Providers for 2025-26.
- Ms. LaCount seconded.
- Discussion: Courtney Cook explained the need to increase the budget for special education service providers.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

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

- None.

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

- Dr. Dokes moved to adjourn the meeting at 5:10 p.m.
- Ms. Woodson seconded.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

  
 Cheryl LaCount, Secretary

03/10/26

Date