

# CITRUS SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

27740 JEFFERSON AVE • TEMECULA, CA 92590

## REGULAR MEETING MINUTES

March 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  
Natali South, Senior Director of Charter Relations  
Trevor Johnson, Senior Director of Business  
Ruth Newsome, Senior Director of HR  
Courtney Cook, Senior Director of Special Education  
Tammy Jackson, Senior Director of Ed. - At-home Learning  
Jared McLeod, Senior Director of Assessment & Accountability  
Laura Banda, Director of Assessment  
Katherine Kim, Principal  
Renee Albright, Charter Relations Coordinator

**1. Establish a Quorum and Call to Order**

- Ms. Large called the meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

**2. Information/Presentation: Student Spotlight - Star-Spangled Banner**

- Kaitlyn of Cherry Valley Student Center performed the Star-Spangled Banner for the Board.

3. **Action: Approval of Agenda**
  - Ms. Rivas moved to approve the agenda.
  - 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 February 10, 2026**
  - Ms. Large moved to approve the minutes from February 10, 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 Contract Ratifications as Posted: Altitude Montessori Curriculum and Altitude Montessori Curriculum 2nd Amendment.
  - Ms. Woodson seconded.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
6. **Public Comments**
  - Toby, a student at the Santa Ana Student Center, addressed the board related to school lunches offered at the site.
  
7. **Information: Student CAASPP/CAA Growth and Achievement Award Presentations**
  - Laura Banda and Tammy Jackson presented students with their Achievement Award for growth in the CAASPP.
  
8. **Information: Student Spotlight - Santa Ana Student Center - Career Exploration Program**
  - Brinley, a Santa Ana Student Center student, explained the Career Exploration program class choices. Our students are able to attend classes with hands-on learning such as nursing, criminal justice, labor and delivery, and so much more!
  
9. **Information: Superintendent's Report**
  - Dr. Kathleen Hermsmeyer reviewed the Superintendent's Report and provided charter and network-wide updates.

- 10. Information: Presentation of Special Education Program 2025-26**

  - Courtney Cook presented the 2025-26 Special Education yearly highlights. She provided an overview of our various Special Education programs and services and the progress we've made with these students.
  
- 11. Information: First Reading of Revised Board Policy 8001.1 - 8001.3 - Hiring: Recruitment and Selection, Nondiscrimination in Employment, Nepotism**

  - Virginia Smith presented this policy and explained the proposed revisions. The policy will be brought back for a second reading and approval at a future meeting.
  
- 12. Information: First Reading of Revised Board Policy 8003.1 - 8003.3 - Termination: At-Will Employment, Discipline, Resignation, Dismissal**

  - Virginia Smith presented this policy and explained the proposed revisions. The policy will be brought back for a second reading and approval at a future meeting.
  
- 13. Action: Approval of Second Interim Budget 2025-26**

  - Dr. Dokes moved to approve the Second Interim Budget for the 2025-26 school year.
  - Ms. Rivas seconded.
  - Discussion: Trevor Johnson presented the Second Interim Budget and reviewed the status of the charter's financial position at this point of the year.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
- 14. Action: Approval of Auditor Selection for the 2025-26 School Year**

  - Ms. Large moved to approve the Auditor Selection for the 2025-26 school year.
  - Ms. Woodson seconded.
  - Discussion: Trevor Johnson explained that after an extensive review process, CLA was selected to be our audit firm.
  - Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted
  
- 15. Action: Approval of UKG Contract for Human Resource Information System (HRIS)**

  - Dr. Dokes moved to approve the UKG contract for the Human Resource Information System (HRIS).
  - Ms. LaCount seconded.
  - Discussion: Virginia Smith explained that Springs will be partnering with HRIS to implement a comprehensive employee information management system. The firm was selected following a thorough review of multiple

vendors and meetings with various Springs departments to ensure alignment with existing systems.

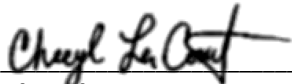
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted

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

- Ms. Rivas: I attended the CCSA conference, and am thankful for how well our school operates and handles so many meetings and projects.

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

- Dr. Dokes moved to adjourn the meeting at 5:15 p.m.
- Ms. Rivas seconded.
- Vote: 7 Ayes: Dokes, Franklin, LaCount, Large, Rivas, Solomon, Woodson; 0 Noes; 0 Absent; Motion Adopted



Cheryl LaCount, Secretary

May 12, 2026

Date