

HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

700 E. Bobier Ave. Vista, CA 92084

REGULAR MEETING MINUTES

March 12, 2026

4:30 p.m.

Vista Student Center

700 E. Bobier Ave. Vista, CA 92084

Otay Ranch Academy for the Performing Arts

2371 Fenton St. Chula Vista, CA 91914

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:

Collin Harrison, Chair Reginald Wadlington, Vice Chair Lauren Rugge, Secretary Ivo Caouette, Treasurer Debbie Daniel, Director Barbara BJ Heath, Director Michelle Nagelvoort, 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 Jared McLeod, Senior Director of Assessment & Accountability Laura Banda, Director of Assessment Dr. Byrnnne Dukes, Principal Kim Bagby, Principal Renee Albright, Charter Relations Coordinator
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- 1. Establish a Quorum and Call to Order**
 - Mr. Harrison called the meeting to order at 4:30 p.m.
- 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. Rugge moved to approve the agenda.
 - Mr. Caouette seconded.
 - 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Rugge, Wadlington; 0 Absent; 0 Noes; Motion Adopted

4. **Action: Approval of Minutes from February 12, 2026**
 - Mr. Wadlington moved to approve the minutes from February 12, 2026.
 - Ms. Daniel seconded.
 - 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Rugge, Wadlington; 0 Absent; 0 Noes; Motion Adopted

5. **Action: Approval of Consent Agenda**
 - Ms. Rugge moved to approve the Consent Agenda consisting of Warrants and Personnel Action Report.
 - Mr. Caouette seconded.
 - 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Rugge, Wadlington; 0 Absent; 0 Noes; Motion Adopted

6. **Public Comments**
 - None

7. **Information: Student CAASPP/CAA Growth and Achievement Award Presentations**
 - Laura Banda, Kim Bagby, and Brynne Dukes presented students with their Achievement Awards for growth in the CAASPP.

8. **Information: Superintendent's Report**
 - Dr. Kathleen Hermsmeyer reviewed the Superintendent's Report and provided charter and network-wide updates. Dr. Price provided an update regarding the Academic Performance Improvement Plan.

9. **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.

10. **Information: First Reading of Revised Board Policy 8001.1 - 8001.3 - Hiring: Recruitment and Selection, Nondiscrimination in Employment, Nepotism**
 - Ruth Newsome presented this policy and explained the proposed revisions. The policy will be brought back for a second reading and approval at a future meeting.

- 11. Information: First Reading of Revised Board Policy 8003.1 - 8003.3 - Termination: At-Will Employment, Discipline, Resignation, Dismissal**
- Ruth Newsome 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. Action: Approval of Second Interim Budget 2025-26**
- Ms. Ruge moved to approve the Second Interim Budget for the 2025-26 school year.
 - Ms. Heath 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.
 - 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Ruge, Wadlington; 0 Absent; 0 Noes; Motion Adopted
- 13. Action: Approval of Auditor Selection for the 2025-26 School Year**
- Mr. Wadlington moved to approve the Auditor Selection for the 2025-26 school year.
 - Mr. Caouette seconded.
 - Discussion: Trevor Johnson explained that after an extensive review process, CLA was selected to be our audit firm.
 - 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Ruge, Wadlington; 0 Absent; 0 Noes; Motion Adopted
- 14. Action: Approval of Long-Distance Travel - Springs Charter Schools High School Graduation**
- Mr. Caouette moved to approve the Long Distance Travel for Springs Charter Schools High School Graduation.
 - Ms. Heath seconded.
 - Discussion: Dr. Vivian Price explained that this travel request will allow our out-of-state staff member to travel to California for graduation.
 - 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Ruge, Wadlington; 0 Absent; 0 Noes; Motion Adopted
- 15. Action: Approval of UKG Contract for Human Resource Information System (HRIS)**
- Ms. Ruge moved to approve the UKG contract for the Human Resource Information System (HRIS).
 - Ms. Nagelvoort seconded.

- Discussion: Ruth Newsome reviewed the contract and also explained that a minor edit will be made regarding the jurisdiction, which should be listed as California. Board members' questions were answered by staff.
- 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Rugge, Wadlington; 0 Absent; 0 Noes; Motion Adopted

16. Board Comments

- Mr. Harrison: Inter-charter services appear frequently on the warrants, and additional clarification would be appreciated.
 - Trevor Johnson indicated that additional information will be provided with future reports.
- Ms. Rugge: Does the marketing company provide quarterly reports?
 - Dr. Hermsmeyer indicated that we do receive frequent reports and offered to share them.

17. Action: Motion to Adjourn the Meeting

- Mr. Caouette moved to adjourn the meeting at 6:17 p.m.
- Mr. Wadlington seconded.
- 7 Ayes: Caouette, Daniel, Harrison, Heath, Nagelvoort, Rugge, Wadlington; 0 Absent; 0 Noes; Motion Adopted



Lauren Rugge, Secretary

05/14/26

Date