

HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS
43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR CALLED MEETING
MINUTES

February 8, 2018

4:30 p.m.

43448 Business Park Drive
Temecula, CA 92590



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:

Pam Rivas, Vice Chair Cheryl LaCount, Secretary Rachel Couch, Treasurer Gene Swank, Board Director Heidi Chan, Board Director (left at 5:30 p.m.) Louis Fetherolf, Board Director	Kathleen Hermsmeyer, Superintendent Amy Podratz, Asst. Supt. of Admin Operations Tanya Rogers, Asst. Supt. of Business Diane Anvari, Asst. Supt. of Personnel Robert Hennings, Asst. Supt. of Pupil Services Phil Hermsmeyer, Asst. Supt. of IT/Facilities Natali South, Director of Executive Support
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1. **Action: Call to Order & Pledge of Allegiance**
 - Ms. Rivas called the meeting to order at 4:33 p.m. and led the Pledge of Allegiance.

2. **Action: Approval of Agenda**
 - Ms. Chan moved to approve the agenda.
 - Mr. Fetherolf seconded.
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

3. **Action: Approval of Minutes from December 12, 2017**
 - Ms. LaCount moved to approve the Minutes from the December 12, 2017 meeting.
 - Ms. Chan seconded.
 - Discussion: None
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Mr. Fetherolf moved to approve the Consent Agenda consisting of the PAR, Warrant Register, Org Chart, and Ratification of Kelly Services Contract.
 - Mr. Swank seconded.
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

5. **Information: PUBLIC COMMENTS**
 - None

6. **Student Achievement: CAASPP Student Acknowledgements**
 - No students were able to attend this meeting. Those earning perfect scores on the CAASPP test will be invited to attend a future meeting for recognition.

7. **Superintendent's Report**
 - Dr. Hermsmeyer reviewed the Superintendent's report, reviewed recent activities and provided network-wide updates. Our Vista Springs petition received unanimous support by the ACCS, and will be voted on by the State Board of Education in March.

8. **Information: Pay Frequency**
 - Tanya Rogers explained that due to clarification of the Labor Code, our employees will be moved from a monthly pay cycle to receiving paychecks twice per month, effective in July.

9. **Action: Second Reading and Approval of Board Policy 5025.1 - Education for Homeless Children**
 - Ms. Couch moved to approve the BP 5025.1 – Education for Homeless Children upon Second Reading.
 - Ms. Chan seconded.
 - Discussion: The policy was presented for First Reading at our previous meeting.
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

10. **Action: Approval of 2018-19 & 2019-20 Attendance and 185 Credentialed Staff Calendars**
 - Ms. LaCount moved to approve the 2018-19 & 2019-20 Attendance and 185 Credentialed Staff Calendars.
 - Mr. Swank seconded.
 - Discussion:
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

11. **Action: Approval of Updated Signors with Bank**
 - Mr. Fetherolf moved to approve the updated list of authorized bank signors.
 - Ms. LaCount seconded.
 - Discussion: Tanya Rogers explained that due to staff and name changes it is time to update the authorized signature list.
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

12. **Action: Approval of Pacific Springs Charter School Petition – Julian Union Elementary School District Version**
 - Mr. Fetherolf moved to approve the Pacific Springs Charter School Petition – Julian Union Elementary School District Version.
 - Ms. Couch seconded.
 - Discussion: Amy Podratz explained that the Pacific Springs petition to Julian includes a single site exemption for the Otay Ranch Student Center.
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

13. **Action: Approval Waiver for Harbor Springs Facilities**
 - Ms. LaCount moved to approve the Waiver for Harbor Springs Facilities
 - Ms. Couch seconded.
 - Discussion: Amy Podratz indicated that our current waivers for the Otay Ranch Student Center and Vista Student Center expires on June 30, 2018. The waiver request must be first approved by our Board, prior to being sent to the Julian Board, and subsequently to the State Board of Education.
 - Vote: 6 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, Chan; 1 Absent: Johnson; 0 Noes; Motion Adopted

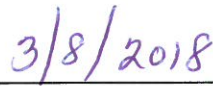
14. **Action: Approval of Harbor Springs Charter School Renewal Petition with Julian Union Elementary School District**
 - Ms. LaCount moved to approve the Harbor Springs Charter School Renewal Petition with Julian Union Elementary School District.
 - Mr. Swank seconded.
 - Discussion: Amy Podratz explained that the Harbor Springs petition needs to be renewed prior to expiration in June, 2018. This revised petition removes the site-based programs so as to not conflict with the Out-of-District-In-County (ODIC) ruling.
 - Vote: 5 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, 0 Noes; 2 Absent: Johnson, Chan; Motion Adopted

15. **Action: Approval of Online Test Proctoring Service Provided by Honorlock Inc.**
 - Mr. Fetherolf moved to approve Online Test Proctoring Service Provided by Honorlock Inc.
 - Mr. Swank seconded.

- Discussion: Phil Hermsmeyer discussed the services that will be covered by Honorlock, and the process of recording and monitoring students, aged 13 -17, during tests.
 - Vote: 5 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, 0 Noes; 2 Absent: Johnson, Chan; Motion Adopted
16. **Closed Session: In Accordance with Gov Code Section 54957.1/54957.9 Entered into at 5:50 p.m.**
- Conference Regarding Potential Litigation: Employee #193472
17. **Open Session: In Accordance with Gov Code Section 54957.1/54957.9 Entered into at 6:05 p.m.**
- Public Report of Action regarding Potential Litigation: Employee #193472
 - No Action to Report
18. **Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
- Mr. Fetherolf: I will be attending CCSA in March and welcome anyone else who hasn't selected a conference yet to considering doing so.
 - Ms. Couch: Thank you for recording our comments. I would like us to look into the Wellness Program that we discussed before.
 - Dr. Hermsmeyer indicated that if Ms. Couch will provide contact information for this company, she will contact them to discuss.
19. **Action: Motion to Adjourn the Meeting**
- Mr. Fetherolf moved to adjourn the meeting at 6:11 p.m.
 - Ms. LaCount seconded.
 - Vote: 5 Ayes: Rivas, LaCount, Couch, Fetherolf, Swank, 0 Noes; 2 Absent: Johnson, Chan; Motion Adopted



 Cheryl LaCount, Secretary



 Date