

**HARBOR SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS  
27740 JEFFERSON AVE • TEMECULA, CA 92590**

**REGULAR CALLED MEETING  
MINUTES**

**May 17, 2018**

**Closed Session: 4:00 p.m.**

**Open Session: 4:30 p.m.**

**27740 Jefferson Ave.**

**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:**

Kristyn "Liz" Johnson, Chair Pam Rivas, Vice Chair Cheryl LaCount, Secretary Heidi Chan, Board Director Louis Fetherolf, Board Director Gene Swank, Board Director Rachel Couch, Board Director (arrived at 4:45)	Kathleen Hermsmeyer, Superintendent Diane Anvari, Asst. Superintendent, Personnel Tanya Rogers, Asst. Superintendent of Business Amy Podratz, Asst. Superintendent, Admin Ops Robert Hennings, Asst. Superintendent Pupil Services Vivian Price, Asst. Superintendent, Education Natali South, Director of Executive Support
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1. **Action: Call to Order – Closed Session**
  - Ms. Johnson called the Closed Session portion of the meeting to order at 4:15 p.m.
    - Conference Regarding Potential Litigation: Employee #193472
2. **Action: Call to Order – Closed Session**
  - Ms. Johnson called the Open Session portion of the meeting to order at 4:30 p.m. and led the Pledge of Allegiance.
3. **Action: Report of Action Taken in Closed Session in accordance with Gov Code 54957.1/54957.9 – Entered into at 3:11 p.m.**
  - Conference Regarding Potential Litigation: Employee #193472
    - No Action to Report
4. **Action: Approval of Agenda**
  - Mr. Fetherolf moved to approve the agenda.

- Ms. Rivas seconded.
  - Vote: 6 Ayes: Johnson, Rivas, LaCount, Chan, Swank, Fetherolf; 0 Noes;  
1 Absent: Couch; Motion Adopted
5. **Action: Approval of Minutes from March 8, 2018**
- Ms. LaCount moved to approve the Minutes from the March 8, 2018 meeting.
  - Ms. Chan seconded.
  - Discussion: None
  - Vote: 6 Ayes: Johnson, Rivas, LaCount, Chan, Swank, Fetherolf; 0 Noes;  
1 Absent: Couch; Motion Adopted
6. **Action: Approval of Consent Agenda**
- Ms. Rivas moved to approve the Consent Agenda consisting of the Warrant Registers for Feb-Apr, 2018.
  - Mr. Swank seconded.
  - Vote: 6 Ayes: Johnson, Rivas, LaCount, Chan, Swank, Fetherolf; 0 Noes;  
1 Absent: Couch; Motion Adopted
7. **Information: PUBLIC COMMENTS**
- None
8. **Information: Superintendent's Report**
- Dr. Hermsmeyer reviewed the Superintendent's report and reviewed recent activities throughout the network.
9. **Information/Activity: LCAP Stakeholder Involvement**
- Amy Podratz led the Board in the LCAP survey. Board members and other stakeholders were able to vote on their top 3 priorities for LCAP.
10. **Information: Financial Update**
- Tanya Rogers provided a financial update regarding HSCS' financial status based upon budget assumptions, actuals, and projections. Tanya also provided information regarding rising STRS/PERS amounts.
11. **Action: Approval of 2018-19 Salary Schedules**
- Ms. Rivas moved to approve the salary schedules for 2018-19.
  - Ms. Couch seconded.
  - Discussion: Diane Anvari indicated that these are the traditional salary scales, with only one exception, to add a 200 day schedule for one category of employees who will move from 185 days to 200.
  - Vote: 7 Ayes: Johnson, Rivas, LaCount, Chan, Swank, Fetherolf, Couch; 0 Noes;  
Motion Adopted

**12. Action: Approval of Revised Policy 3004.1 Expense Reimbursement**

- Ms. LaCount moved to approve Expense Reimbursement policy, BP3004.1, with an adjustment to indicate Harbor (not River) on the policy.
- Ms. Rivas seconded.
- Discussion: Tanya Rogers described the updates to the policy which will allow for reasonable baggage and meal fees and other routine travel items.
- Vote: 7 Ayes: Johnson, Rivas, LaCount, Chan, Swank, Fetherolf, Couch; 0 Noes; Motion Adopted

**13. Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**

- Ms. Johnson: Thank you to the staff and everyone who worked so hard to secure our Vista and Pacific charters.
- Mr. Fetherolf: Summit Springs' Foundation recently received a grant from SchoolsFirst Credit Union, totaling \$10,000 over the next two years.
- Ms. Chan: We are looking at adding site-specific items to the Spirit Store so that students can purchase items with their specific school's name or logo on them.
- Mr. Swank: I would like to help with fundraising ideas for Summit Springs.

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

- Mr. Fetherolf moved to adjourn the meeting at 5:47 p.m.
- Ms. Rivas seconded.
- Vote: 7 Ayes: Johnson, Rivas, LaCount, Chan, Swank, Fetherolf, Couch; 0 Noes; Motion Adopted

  
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Cheryl LaCount, Secretary

6-7-18  
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Date

