

**RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS**  
**27440 JEFFERSON AVE • TEMECULA, CA 92590**

**REGULAR MEETING**  
**MINUTES**

**11:45 a.m. Closed Session**

**12:30 p.m. Open Session**

**May 17, 2018**

**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:**

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| Carl Burke, Chair<br>Sheila Ryle, Vice Chair<br>Stephen Darrow, Secretary<br>Chuck Vela, Treasurer<br>Jessica Mercer, Board Director<br>Charlene Ponzio, Board Director (absent from 2:30-2:45 pm)<br>Reginald Wadlington, Board Director<br>Makenna Blackman, Student Representative | Kathleen Hermsmeyer, Superintendent<br>Amy Podratz, Asst. Supt. of Business Operations<br>Tanya Rogers, Asst. Supt. of Business<br>Debbie Daniel, Asst. Supt. of Special Projects<br>Robert Hennings, Asst. Supt. of Pupil Services<br>Vivian Price, Asst. Supt. of Education<br>Diane Anvari, Asst. Supt. of Personnel<br>Kathy Cox, Director of Special Education<br>Natali South, Director of Executive Support<br>Linda Parks, Legal Counsel |
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- 1. Action: Call to Order – Closed Session**
  - Mr. Burke called the Closed Session portion of the meeting to order at 11:45 a.m.
    - Conference Regarding Potential Litigation: Employee #193472
    - Conference with Real Property Negotiator: E-27447/27463
    - Conference with Real Property Negotiator: A46-81840
- 2. Action: Call to Order – Closed Session**
  - Mr. Burke called the Open Session portion of the meeting to order at 12:41 p.m. and led the Pledge of Allegiance.
- 3. Action: Approval of Agenda**
  - Mr. Burke moved to revise the agenda to accommodate the addition of a financial update report.
  - Mr. Vela seconded.
  - Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; Motion Adopted.

- Ms. Ponzio moved to approve the revised agenda.
  - Mr. Vela seconded.
  - Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; Motion Adopted.
4. **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
  - Conference with Real Property Negotiator: E-27447/27463
    - The Board authorized Phil Hermsmeyer to continue negotiations on this property.
  - Conference with Real Property Negotiator: A46-81840
    - No Action to Report
5. **Action: Approval of Minutes from April 12, 2018**
- Mr. Vela moved to approve the Minutes from the April 12, 2018 meeting.
  - Ms. Ryle seconded.
  - Discussion: None
  - Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; Motion Adopted
6. **Action: Approval of Consent Agenda**
- Mr. Wadlington moved to approve the Consent Agenda consisting of the Warrant Registers for Feb- Apr, 2018, approval/completion of Certification of Signatures, ratification of the OPS contract and ratification of Jim Graves' contract.
  - Mr. Vela seconded.
  - Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; 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. She indicated that our petition for renewal with Riverside County Office of Education was unanimously approved for a five year renewal.
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.

16. **Action: Approval of 2018-19 Salary Schedules**
- Ms. Ryle moved to approve the 2018-19 salary schedules.
  - Mr. Wadlington 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: 6 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; 1 Absent: Ponzio Motion Adopted
17. **Action: Approval of Long Distance Travel: Katherine Pangle, National Charter School Conference, Austin, TX**
- Ms. Mercer moved to approve long distance travel for Katherine Pangle to attend the National Charter School conference.
  - Mr. Vela seconded.
  - Discussion: None
  - Vote: 6 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; 1 Absent: Ponzio; Motion Adopted
18. **Action: Approval of Contract with Innovative School Solutions**
- Ms. Ryle moved to approve the contract with Innovative School Solutions.
  - Mr. Wadlington seconded.
  - Discussion: Amy Podratz indicated that this is our routine contract for renewal.
  - Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; Motion Adopted
19. **Action: Approval of Contract with Moving Beyond the Page**
- Ms. Ryle moved to approve signing the sublease for 81840 Avenue 46, Indio, CA
  - Ms. Mercer seconded.
  - Discussion: Amy Podratz discussed the process for purchasing our Moving Beyond the Page curriculum and making it available through our bookmart.
  - Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; Motion Adopted
20. **Action: Approval of Contract with Parallel 40 Productions for Video Production**
- Mr. Wadlington moved to approve signing the contract with Jeremy Scherer and Parallel 40 Productions for video production.
  - Mr. Vela seconded.
  - Discussion: Dr. Hermsmeyer reviewed the services included in the contract.
  - Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; Motion Adopted

10. **Information: Financial Update**

- Tanya Rogers provided a financial update regarding RSCS' financial status based upon budget assumptions, actuals, and projections. Tanya also provided information regarding rising STRS/PERS amounts.

11. **Information: Bond Update**

- Tanya Rogers reviewed the Bond report that was included in the Board packet.

12. **Information: NSLP Update**

- Tanya Rogers and Holly Hungerford-Cocking provided an update on the National School Lunch Program and indicated that we have qualified to provide free meals for all students at our four sites that have meal service programs.

13. **Information: First Reading: Succession Plan**

- Debbie Daniel reviewed the draft Succession Plan. This plan was developed at the Board's request to establish a process to fill the superintendent's position and other senior leadership positions in the event someone leaves the organization.

The Board provided feedback, including adding Board representation on the planning committee, and consideration of plans to fill a long term (not permanent) absence in the case of injury or illness, etc.

The Board requested that a status update be presented at a future meeting, with a target date at the August or September Board meeting.

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

- Ms. Ryle moved to approve Expense Reimbursement policy, BP3004.1.
- Ms. Ryle 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: 6 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; 1 Absent: Ponzio Motion Adopted

15. **Action: Approval of Credential Waiver**

- Ms. Ryle moved to approve credential waiver for Cait Ferguson.
- Ms. Mercer seconded.
- Discussion: Kathy Cox reviewed the need for renewing the credential waiver for Cait Ferguson.
- Vote: 6 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; 1 Absent: Ponzio Motion Adopted



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

- Mr. Wadlington: I am amazed how many people do not know about charter schools! I enjoy being able to share information about our schools with people.
- Mr. Darrow: It's nice to see that we're planning ahead and looking far into the future with decisions that are being made.
- Ms. Ryle: I think our Board is fabulous. Congratulations to our wonderful staff who worked so hard to get our renewal.
- Mr. Vela: Having watched the progression of the organization from a very small, homegrown, homeschooling operation - to the professional organization that we are now - has been so rewarding.
- Ms. Mercer: It's so exciting to see the lunch program expanding, and I look forward to seeing all of our sites being able to participate soon.
- Ms. Ponzio: Congratulations on the renewal; a huge shout out to staff who worked so hard to make it possible. Also, I am thankful that we have a school nurse!
- Mr. Burke: A huge congratulations to Kathleen and staff on renewal. Thanks to Debbie and Kathleen for moving the succession planning forward. I encourage my fellow board members to vote at the upcoming elections. I will miss the next Board meeting, so this is my last meeting for this fiscal year.
- Future Agenda Request: Discuss amending the bylaws to allow 3 terms.

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

- Mr. Vela moved to adjourn the meeting at 3:05 p.m.
- Ms. Ryle seconded
- Vote: 7 Ayes: Burke, Ryle, Darrow, Mercer, Vela, Ponzio, Wadlington; 0 Noes; Motion Adopted

  
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**Stephen Darrow, Secretary**

6/7/18  
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**Date**

