

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM
2.3
(ID # 9991)

MEETING DATE:

Tuesday, June 11, 2019

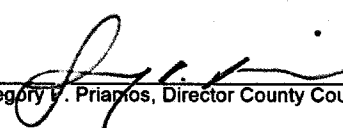
FROM : COUNTY COUNSEL:

SUBJECT: COUNTY COUNSEL: Approval of the 2019 Conflict of Interest Code of River Springs Charter School

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Conflict of Interest Code of River Springs Charter School; and
2. Direct the Clerk of the Board to notify River Springs Charter School of the action taken.

ACTION: Consent

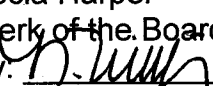


Gregory V. Priamos, Director County Counsel 5/24/2019

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: June 11, 2019
xc: Co.Co., District, COBcm

Kecia Harper
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	N/A	N/A	N/A	N/A
NET COUNTY COST	N/A	N/A	N/A	N/A
SOURCE OF FUNDS: N/A			Budget Adjustment: N/A	
			For Fiscal Year: N/A	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Political Reform Act prohibits a public official from using his or her position to influence a government decision in which he or she has a financial interest. Government Code section 87300 requires local government agencies to adopt and promulgate a Conflict of Interest Code identifying officials and employees required to file statements of economic interest based on the positions they hold. A local government agency, as defined by Government Code section 82041, includes River Springs Charter School.

Each even-numbered year, Government Code section 87306.5 requires local government agencies to review their Conflict of Interest Code, make appropriate revisions, if necessary, and submit an amended Conflict of Interest Code to the code reviewing body. Government Code section 82011(b) identifies the Board of Supervisors for the County of Riverside as the code reviewing body for a local government agency within its county.

The Board of Directors of River Springs Charter School on December 13, 2018 by a vote of seven (7) Ayes and no (0) Noes passed, "Approval of Revised Board Policy 7001.1 [sic] Conflict of Interest Code." River Springs Charter School has submitted its Conflict of Interest Code for approval by the Board of Supervisors as the code reviewing body.

This office has reviewed the Conflict of Interest Code of River Springs Charter School and has found that it complies with statutory requirements. A complete copy of the Conflict of Interest Code of River Spring Charter School is attached.

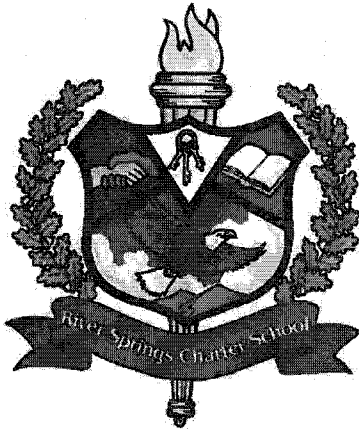
It is recommended that the Board of Supervisors approve the Conflict of Interest Code of River Springs Charter School, and direct the Clerk of the Board to notify River Springs Charter School of the action taken.

ATTACHMENTS:

Attachment A: **CONFLICT OF INTEREST CODE OF RIVER SPRINGS CHARTER SCHOOL**

SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA

Attachment B: RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS
MEETING MINUTES



Subject: Conflict of Interest Code
Effective Date: December 14, 2006
Revised Dates: August 15, 2013
March 13, 2014
December 13, 2018
Approved By: Board of Directors
Policy: 7003.1

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., River Spring Charter School hereby adopts this Conflict of Interest Code which shall apply to all governing board members, candidates for members of the governing board, and all other designated employees of River Springs Charter School, as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members and candidates for election and/or appointment to the governing board, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect

on any financial interest, shall be "designated employees." The designated positions are listed in "Exhibit A" attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members and candidates for election and/or appointment to the governing board, shall file a Statement of Economic Interest ("Statement") at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee's position is assigned in "Exhibit A."

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held the interest in real property, the business position, or source of income may be foreseeably be affected materially by a decision made or participate in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in "Exhibit B."

Statements Filed With the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School's filing officer shall retain the original and provide a copy to the Jurisdiction Board of Supervisors or member of the public upon request.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School Decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written

disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Superintendent, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/ her appointing authority.

B. Governing Board Member Designated Employees

Governing Board members shall disclose a disqualifying interest at the meeting during which consideration of the decision takes place. This disclosure shall be made part of the Board's official record. The Board Member shall then refrain from participating in the decision in any way (i.e., the Board member with the disqualifying interest shall refrain from voting on the matter and shall leave the room during Board discussion when the final vote is taken) and comply with any applicable provisions of the Charter School bylaws.

EXHIBIT A

Designated Positions

(To be updated by HR as necessary)

- I. Persons occupying the following positions are designated employees and must disclose financial interest in all categories defined in "Exhibit B" (i.e., categories 1, 2, and 3).
 - A. Members of the Governing Board
 - B. Candidates for Members of the Governing Board
 - C. Corporate Officers (President, Treasurer, Secretary)
 - D. Superintendent of Charter School
 - E. Assistant Superintendents
 - F. Consultant: Delta Managed Solutions, LLC
 - G. Director of Facilities

- II. Persons occupying the following positions are designated employees and must disclose financial interests defined in Category 1 of "Exhibit B".
 - A. Controllers

- III. Persons occupying the following positions are designated employees and must disclose financial interests defined in Categories 2 and 3 of "Exhibit B".
 - A. Principals
 - B. Directors
 - C. Senior Directors
 - D. Assistant Directors
 - E. Financial Analyst
 - F. Payroll Manager

 - G. Purchasing Lead

 - H. Safety and Risk Manager

EXHIBIT B
Disclosure Categories

Category 1 Reporting:

- A. Interest in real property which is located in whole or in part either (1) within the boundaries of the jurisdiction, or (2) within two miles of the boundaries of the jurisdiction, including any leasehold, beneficial or ownership interests or option to acquire such interest in real property, if the fair market value of the interest is greater than \$1,000.
(Interests in real property of an individual include a business entity's share of interest in real property of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly, or beneficially, a ten percent interest or greater.)
- B. Investments in or income from persons or business entities engaged in the acquisition or disposal of real property within the jurisdiction.

(Investment includes any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership interest or other ownership interests.)

(Investments of any individual include a pro rata share of investments of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly or beneficially, a ten percent interest or greater.)

(Investment does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency).

(No investment or interest in real property is reportable unless its fair market value exceeds, \$1,000. No source of income is reportable unless the income received by or promised to the public official aggregates \$250 or more in value or \$50 or more in value if the income was a gift during the preceding 12-month reporting period.

Category 2 Reporting:

- A. Investments or income from business entities which manufacture or sell supplies, books, machinery or equipment of the type utilized by the department for which the designated employee is Manager or Director. Investments include interests described in Category 1.

Category 3 Reporting:

- A. Investments in or income from business entities which are contractors or sub-contractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is Manager or Director. Investments include the interests described in Category 1.

RIVER SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS
27740 JEFFERSON AVENUE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

December 13, 2018

12:00 p.m.

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:

Sheila Ryle, Chair Chuck Vela, Vice Chair Jessica Mercer, Secretary Reginald Wadlington, Treasurer Stephen Darrow, Board Director Carl Burke, Board Director Charlene Ponzio, Board Director Makenna Blackman, Student Representative	Kathleen Hermsmeyer, Superintendent Tanya Rogers, Asst. Superintendent of Business Amy Podratz, Asst. Superintendent, Admin Ops Robert Hennings, Asst. Superintendent Pupil Services Vivian Price, Asst. Superintendent, Education Diane Anvari, Asst. Superintendent, Personnel Natali South, Director of Executive Support Mitch Aulakh, Data Intelligence Coordinator Katherine Van Leeuwen, Data Coordinator Dave Black, Director of Facilities Leilani Weiss, Financial Analyst
--	--

1. **Action: Call to Order**
 - Ms. Ryle called the meeting to order at 12:08 p.m. and led the Pledge of Allegiance.
2. **Action: Approval of Agenda**
 - Ms. Ryle moved to amend the agenda to include a Closed Session at the end of the meeting due to new information regarding two legal matters, and to approve the remainder of the agenda.
 - Mr. Burke seconded.
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted
3. **Action: Approval of Minutes from October 11, 2018**
 - Ms. Ponzio moved to approve the Minutes from the October 11, 2018 meeting.
 - Mr. Vela seconded.
 - Discussion: None
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted

4. **Action: Approval of Consent Agenda**
 - Mr. Burke moved to remove the Lease Amendment with Camfield Esplanade, and to approve the remainder of the Consent Agenda consisting of Warrants and PAR, Certification of Signatures and contract ratifications: Moore Flooring, Morningstar Productions, Rosetta Stone, Delta Managed Solutions, Lexplore, Frontline, Blue Outdoor Marketing, and NV Media Billboards.
 - Mr. Vela seconded.
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted

 - Mr. Burke moved to approve the Lease Amendment with Camfield Esplanade.
 - Ms. Ryle seconded.
 - Discussion:
 - Mr. Burke asked questions regarding the delayed start date and the terms regarding payments to Camfield for the project on Esplanade.
 - Dave Black and Leilani Weiss expounded on the reason for the delay and the modifications to the lease as a result.
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted
5. **Information: PUBLIC COMMENTS**
 - None
6. **Information: Superintendent's Report**
 - Dr. Hermsmeyer reviewed the Superintendent's report, provided updates on network-wide activities, and discussed legislative issues related to Charter Schools.
7. **Information: LCAP Update**
 - Amy Podratz provided an update regarding LCAP and our progress on each of the goals network-wide. Rivers' specific data will be available in June.
8. **Information: 2018 CAASPP Update**
 - Mitch Aulakh provided additional CAASPP data for River Springs. General information was provided at a previous meeting, Now that subgroup data was available, additional information about this program's achievement data was provided.
9. **Information: First Reading of Board Policy BP 5005.1 Medications for Students**
 - Robert Hennings reviewed the policy for Medications for Students. Robert indicated that over recent years there have been some legislative changes that required updating the language in our policy. The policy will be brought forward for approval at the next meeting.
10. **Action: Approval of Dashboard Reporting to CDE**
 - Mr. Burke moved to approve the Dashboard Reporting to CDE.
 - Ms. Ponzio seconded.

- Discussion: Katherine Van Leeuwen reviewed the local indicators on the Dashboard. All of our local measures were met, and the information will be reported to the CDE. Next year's report will show comparative data across three years.
- Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted

11. Action: Approval of First Interim Budget 2018-19

- Mr. Vela moved to approve the First Interim Budget.
- Ms. Mercer seconded.
- Discussion: Tanya Rogers reviewed the First Interim Budget and the adjustments that are being made to align with our reduced ADA.
- Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted

12. Action: Approval of Audited Actuals

- Ms. Mercer moved to approve the Audited Actuals report.
- Mr. Vela seconded.
- Discussion: Tanya Rogers reviewed the Audited Actuals report including the amounts spent on direct services for students, STRS and PERS contributions, debt service, and other areas of revenue and expenditure. The final report will have one adjustment to the coding of one item. The audit resulted in zero findings, and will be reported to our authorizer and other agencies.
- Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted

13. Action: Approval of Bank Signer Card

- Ms. Ponzio moved to approve the Bank Signer Card.
- Mr. Vela seconded.
- Discussion: Tanya Rogers indicated that a change in staffing necessitated the update to the authorized signers.
- Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted

14. Action: Approval of ST Math Contract

- Mr. Vela moved to approve the ST Math Contract.
- Mr. Wadlington seconded.
- Discussion: Vivian Price indicated that this contract is brought forward every year. ST Math is our primary math resource.
- Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted

15. Action: Approval of CTE Advisory Committee Member

- Mr. Wadlington moved to approve the CTE Advisory Committee Member
- Ms. Mercer seconded.

- Discussion: Maureen Wilson explained the purpose of the CTE Advisory Committee and spoke highly of Mr. Thurston as a candidate for the committee.
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted
- 16. Action: Approval/Ratification of Kelly Services Contract**
- Mr. Wadlington moved to approve and ratify the contract with Kelly Services.
 - Mr. Darrow seconded.
 - Discussion: Diane Anvari indicated that this contract allows us to hire substitutes, as needed, from Kelly Services.
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted
- 17. Action: Approval of Keeton Construction Contract**
- Mr. Wadlington moved to approve the contract with Keeton Construction.
 - Mr. Darrow seconded.
 - Discussion: Dave Black reviewed the summary and provided an explanation of the projects that will be completed by Keeton Construction. There are additional components of the project that will be handled by Camfield and/or their vendors due to vandalism and other damage which is outlined in Exhibit A of the report.
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted
- 18. Action: Second Reading and Approval of Policy 2002.1 – Access to Public Records**
- Ms. Mercer moved to approve Board Policy 2002.1 – Access to Public Records.
 - Mr. Burke seconded
 - Tanya Rogers explained that the only change made to this policy since first reading was at the Board's request to change the per-page charge to a "reasonable fee."
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted
- 19. Action: Approval of Revised Board Policy 7001.1 Conflict of Interest Code**
- Ms. Ponzio moved to approve revised Board Policy 7001.1 Conflict of Interest Code.
 - Mr. Wadlington seconded.
 - Discussion: Natali South indicated that we are updating our Conflict of Interest Code in order to list updated titles of required filers and also to indicate that the original forms will be maintained at our administrative offices.
 - Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted
- 20. Information: BOARD COMMENTS and FUTURE AGENDA ITEMS**
- Ms Mercer: I attended a governance session at the CSDC conference and they discussed recruiting new Board members and Public Relations. They suggested that current Board

members might want to consider attending events at Back to School nights or other school events to speak about the role of the Board.

- Ms. Ponzio: Merry Christmas to all.
- Mr. Vela: I am sorry to say that I forgot to bring everyone's Christmas cards with me. I wish you all a Merry Christmas.
- Mr. Burke: Attending the CSDC conference was interesting. They discussed that the LCAP accountability stakes are very high in light of the current climate. Labor issues and minimum wage increases will have a major impact on all employers including our organization. I attended several breakout sessions that were interesting including Amy's presentation and an Active-Shooter training.
- Mr. Darrow: Merry Christmas to all!
- Mr. Wadlington: Merry Christmas to everyone!
- Makenna Blackman: Merry Christmas! I've applied to many colleges. I haven't heard back yet, but I'm hopeful!
- Ms. Ryle: Thank you to everyone for friendship and support, and Merry Christmas!

21. Closed Session – Entered into at 2:01 p.m.

- Conference with Legal Counsel regarding pending litigation: Student ID: 423975
- Conference with Legal Counsel regarding litigation: Gibson Girls Properties, LLC vs. River Springs

22. Open Session – Entered into at 2:25 p.m.

- Public Report of Action Taken in Closed Session
 - Conference with Legal Counsel regarding pending litigation: Student ID: 423975
 - No Action to Report
 - Conference with Legal Counsel regarding litigation: Gibson Girls Properties, LLC vs. River Springs
 - No Action to Report

23. Action: Motion to Adjourn the Meeting

- Mr. Vela moved to adjourn the meeting at 2:26 p.m.
- Ms. Mercer seconded.
- Vote: 7 Ayes: Ryle, Vela, Wadlington, Darrow, Ponzio, Mercer, Burke; 0 Noes; 0 Absent; Motion Adopted


Jessica Mercer, Secretary

2/14/19
Date