



Community Montessori & Dimensions Collaborative School

MINUTES

**Regular Board Meeting
Element Education, Inc.
November 30, 2022
1:00 P.M. Closed Meeting
1:30 P.M. Public Meeting**

Element Staff:

Roland Yung, Chief Operations Officer
Paul Johnson, School Director DCS
Niki Sestina, Director of Student Services
Kiran Sihota, Director of HR
Doug Miller, Chief Business Officer
Earl Otte, School Director, CM
Susan Michaels, Executive Assistant
Janeal Fore, Registrar
Emily Snow Registrar
Tori Bennett, Educational Facilitator, CM
Brandi Rodrigues, Student Support Manager

LOCATION

1441 Montiel Road #143
Escondido, CA 92026

1816 Oak Hill Drive
Escondido, CA 92026

3751 Mary Lane
Escondido, CA 92026

12370 Adobe Ridge Rd
Poway, CA 92064

4646 Mission Gorge Place
San Diego, CA 92120

1800 North Broadway
Escondido, CA 92026

9580 Carlton Hills
Santee, CA 92071

6797 Embarcadero Lane
Carlsbad, CA 92011

1. OPENING PROVISIONS

1.a. Call to Order and Roll Call **1:00 p.m.**

Members present: Childers, Raymond, Rohrer, Sinclair, Tweeten, Williams

Secretary: Novacek

Recording Secretary: Michaels

1.b. No public comments related to closed session.

1.c. Adjourned to Closed Session **1:01 p.m.**

2. CLOSED SESSION

3. PUBLIC SESSION

1:30 p.m.

3.a. Ms. Rohrer called the meeting to order, and a quorum was established.

3.b. Ms. Childers led the Pledge of Allegiance.

3.c. The agenda was approved.

MSC (Williams/Childers) to approve agenda with the following amendment: Ms. Salim was unable to attend the meeting and will be recognized at the next Board meeting. Motion passed (6-0)



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Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None

Abstain: None

3.d. Ms. Rohrer reported there was no action taken during closed session.

4. RECOGNITIONS AND PRESENTATIONS

4.a. Student Recognition: Mr. Johnson recognized DCS students, Tiago Santana, 10th grade and Aiden Braun, 11th grade for their achievements and for pursuing their interests and passions.

4.b Staff Recognition: Mr. Otte recognized Tori Bennett, CM, Educational Facilitator for her dedication and leading staff trainings in Guided Reading Strategies.

4.c. Mr. Otte shared a calendar of upcoming events, and reported staff is working to create a list of essential Montessori materials ,and Administrative Specialists-Operations continue to develop a Standard Operating Procedure manual.

4.d. Mr. Johnson shared a calendar of upcoming events and reported the Administrative Specialists-Operations continue to develop a Standard Operating Procedure manual, and staff is working on learning center redesign to facilitate learning model.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

5.a. There were no public comments.

5.b. There were no comments from the Board.

6. APPROVAL OF CONSENT ITEMS

6.a. Approval of Minutes of Regular Board Meeting on October 26, 2022.

6.b. Ratification of Check Runs for October 2022.

MSC (Tweeten/Williams) to approve consent items. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None

Abstain: None

7. INFORMATION ITEMS - NO ACTION

7. a. Chief Business Officer Report

1. Mr. Miller presented the current financial information for Community Montessori and Dimensions Collaborative School.

2. Mr. Miller reported staff will begin technology improvements at the Mission Valley Learning Center.

7. b. Director of Human Resources Report

1. Ms. Sihota provided a written report on recent hires and current openings.

2. Ms. Sihota provided a written report on employees who engaged in formal professional learning since the last board meeting.

7. c. Chief of Operations Officer



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1. Mr. Yung reported updates being made to the Mission Valley learning center and staff is working on installing filtered water systems at all the learning centers.
2. Mr. Yung reported the Facilities Committee will meet before the winter break.

7. d. Executive Director Report

1. Ms. Novacek reported the New Parent Module is finished; school staff received training on their individual role in the IEP process, and Leader Lab workshops continue to be part of the monthly Leadership meetings.
2. Ms. Novacek reported CCSA staff visited the Mission Valley Learning Center and DCS is collaborating with The Learning Counsel on a Hybrid Logistics project.

8. BOARD ELECTIONS

- 8.a. Nominations were open for four Board Member positions by Ms. Rohrer. Ms. Childers reported the Nominating Committee met and Ms. Coleman, Ms. Rohrer, Mr. Tweeten, and Ms. Williams were unanimously nominated by the Committee.

MSC (Childers/Williams) to nominate Ms. Coleman, Ms. Rohrer, Mr. Tweeten, and Ms. Williams for Board Member. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None
Abstain: None

8.b. Ms. Novacek facilitated the oath of office with Ms. Coleman, Ms. Rohrer, Mr. Tweeten, and Ms. Williams.

9. Public Hearing: Local Control and Accountability Plan (LCAP) for Community Montessori Board President Rohrer opened the public hearing at 2:41 p.m. Written public procedures were provided for attendees, and the public was asked for input. There were no public comments. Board President Rohrer closed the public hearing at 2:45 p.m.

10. Public Hearing: Local Control and Accountability Plan (LCAP) for Dimensions Collaborative School Board President Rohrer opened the public hearing at 2:46 p.m. Written public procedures were provided for attendees and the public was asked for input. There were no public comments. Board President Rohrer closed the public hearing at 2:48 p.m.

11. ACTION ITEMS

11. a. Element Education

1. Approval of Intra-organizational Loan Asset Transfer

MSC (Childers/Sinclair) to approve Intra-organizational Loan Asset Transfer. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None
Abstain: None

2. Approval of FY 21-22 Audit Report

MSC (Sinclair/Williams) to approve FY 21-22 Audit Report. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None
Abstain: None



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3. Approval of Virtual Meeting for January 25, 2023, Board Meeting.

MSC (Tweeten/Childers) to approve Hybrid Meeting for January 25, 2023, Board Meeting. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None
Abstain: None

11.b. Community Montessori

1. Approval of Local Control Accountability Plan (LCAP)

MSC (Sinclair/Tweeten) to approve Local Control Accountability Plan (LCAP). Motion passed (6-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None
Abstain: None

11.c. Dimensions Collaborative School

1. Approval of Local Control Accountability Plan (LCAP)

MSC (Williams/Tweeten) to approve Local Control Accountability Plan (LCAP). Motion passed (6-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Mr. Sinclair, Mr. Tweeten, Ms. Williams **Nays:** None
Abstain: None

12. FUTURE AGENDA ITEMS

- Board reorganization
- Tax Return

13. NEXT MEETING DATE - Regular Board Meeting

Date: January 25, 2023
 Location: Hybrid (Board in-person, Public Virtually)
 Time: 1:00 PM Closed Meeting
 1:30 PM Public Meeting

14. ADJOURNMENT

3:24 p.m.

DocuSigned by:

 05B6C40724E74BA... Date 1/26/2023

Board President
 DocuSigned by:

 819238B3ACD5424 Date 1/31/2023

Board Secretary