



Community Montessori & Dimensions Collaborative School

MINUTES

**Regular Board Meeting
Element Education, Inc.
March 1, 2023
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
Brandi Rodrigues, Student Support Manager
Cheryl States, Student Support Assistant
Alexis Roggeman, Administrative Services-Operations, CM
Danielle Stubbs, Administrative Services-Operations DCS
Abraham Abdelrehim Technology Manager
Eva Chaidez, Administrative Services-Operation, DCS

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, Rohrer, Sinclair, Tweeten, A. Williams, C. Williams

Secretary: Novacek

Recording Secretary: Michaels

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

1.c. Adjourned to Closed Session



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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. Approval of Agenda

MSC (Tweeten/Childers) to approve agenda. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams, Ms. C. Williams

Nays: None **Abstain:** None

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

4. RECOGNITIONS AND PRESENTATIONS

4.a Staff Recognition: Mr. Otte recognized Brandi Rodrigues, CM Student Support Manager, for taking on a whole new set of duties and challenges and excelling in her new role. Mr. Otte recognized Cheryl States, CM Student Support Assistant, for her professionalism, great attitude, and extraordinary ability to connect with students.

4.b. Mr. Otte shared a list of upcoming events and reported the 1st enrollment lottery was held and the Santee Learning Center is working on raising funds for a new playground.

4.b.1 Ms. Roggeman reported the Parent Advisory Council met on February 3, 2023, to discuss the school financials, enrollment, parent survey results, and special projects and events. In addition, Mr. Otte addressed questions regarding an afterschool program, LGBTQ training for staff, and staff turnover at the Carlsbad Learning Center.

4.c. School Presentation: Dimensions Collaborative School (DCS), Paul Johnson, School Director

4.c.1 Ms. Stubbs reported the Parent Advisory Council met on February 3, 2023, to discuss the school financials, enrollment, parent survey results, WASC visit, and special projects and events. A student representative in attendance suggested creating more opportunities for high school meet ups and community events.

4.c.2. Mr. Hawkins shared a presentation on the DCS Internship and Career Exploration Program and Chloe Dunford, DCS Student 11th Grade, shared an overview of her experience in the County Youth Internship program and answered questions about the program.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

5.a. There were no public comments.

5.b. Mr. Tweeten shared that he visited the Poway Learning Center to view the perimeter wall and consider options for increased safety.



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6. APPROVAL OF CONSENT ITEMS

6.a. Approval of Minutes of Regular Board Meeting on January 25, 2023

6.b. Ratification of Check Run for January 2023

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

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams, Ms. C. 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 is in the middle of the ERate process to redeem funds to offset cost of internet services.

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

1. Mr. Yung reported staff continues to complete upgrades to the Mission Valley Learning Center.
2. Mr. Yung reported he continues to meet challenges when working with the City of Poway staff to resolve the fencing project issues.

7. d. Executive Director Report

1. Ms. Novacek reported last month she served on a panel at The Learning Counsel Learning Leadership Symposium in Orange County, CA.
2. Ms. Novacek acknowledged the SDCOE for offering a tremendous amount of professional development support and reported several staff members have been taking advantage of the many SDCOE professional development opportunities.

8. DISCUSSION ITEMS

8.a. Ms. Novacek shared drafts of the 2023-2024 Calendars and reported Community Montessori would like to continue to follow the trimester calendar and Dimensions Collaborative School would like to return to a semester calendar.

9. BOARD ELECTIONS

9.a. Ms. Novacek asked for nominations for Clerk of the Board.

1. Ms. Rohrer nominated Mr. Tweeten to be Clerk of the Board.
2. Ms. A. Williams seconded the nomination.
3. No further nominations occurred.
4. The vote was unanimous for Mr. Tweeten to be Clerk of the Board.



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9. b. Ms. Novacek asked for nominations for Vice President of the Board.

1. Mr. Tweeten nominated Ms. Rohrer to be Vice President of the Board.
2. Ms. Childers seconded the nomination.
3. No further nominations occurred.
4. The vote was unanimous for Ms. Rohrer to be Vice President of the Board.

9. c. Ms. Novacek asked for nominations for President of the Board.

1. Ms. Rohrer nominated Mr. Sinclair to be President of the Board.
2. Mr. Tweeten seconded the nomination.
3. No further nominations occurred.
4. The vote was unanimous for Mr. Sinclair to be President of the Board.

10. ACTION ITEMS

10. a. Element Education

1. Approval of 2021 Tax Return

MSC (Tweeten/Rohrer) to approve 2021 Tax Return. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams, Ms. C. Williams

2. Approval of FY 22/23 Audit Contract

MSC (Rohrer/Tweeten) to approve FY 22/23 Audit Contract. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams, Ms. C. Williams

10.b. Community Montessori

1. Approval of Contract with Connect4Kids

MSC (Rohrer/Tweeten) to approve Contract with Connect4Kids. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams, Ms. C. Williams

10.c. Dimensions Collaborative School

1. Approval of Contract with Connect4Kids

MSC (Rohrer/Tweeten) to approve Contract with Connect4Kids. Motion passed (6-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams, Ms. C. Williams

11. FUTURE AGENDA ITEMS

- Student Services Report
- 23-24 Calendars




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12. NEXT MEETING DATE - Regular Board Meeting

Date: March 29, 2023
Location: Administrative Offices
1441 Montiel Road #143
Escondido, CA 92026
Time: 1:00 PM Closed Meeting
1:30 PM Public Meeting

13. ADJOURNMENT

2:51 p.m.

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3/30/2023

Date

Board President

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4/11/2023

Date

Board Secretary