



Community Montessori & Dimensions Collaborative School

MEETING MINUTES

**Regular Board Meeting
Element Education, Inc.
May 24, 2023
1:00 P.M. Closed Meeting
1:30 P.M. Public Meeting**

BOARD MEMBERS

**Jared Sinclair – President (2023)
Barbara Rohrer - Vice President (2024)
Tim Tweeten – Board Clerk (2024)
Rosella Childers (2023)
Aisha Williams (2024)
Cecilia Williams (2023)**

NON-VOTING MEMBERS

Terri Novacek – Executive Director

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

Members absent: C. Williams

Secretary: Novacek

Recording Secretary: Michaels

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

1.c. Adjourned to Closed Session

2. CLOSED SESSION

3. PUBLIC SESSION

3.a. Mr. Sinclair called the meeting to order, and a quorum was established. **1:41 p.m.**

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

3.c. Approval of Agenda

MSC (Rohrer/Tweeten) to approve agenda with the addition of the Community Montessori Parent Advisory Report. Motion passed (5-0)

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



Community Montessori & Dimensions Collaborative School

3.d. Mr. Sinclair reported there was no action taken during the closed session.

4. RECOGNITIONS AND PRESENTATIONS

4.a Mr. Miller recognized Abraham Abdelrehim, Technology Manager, for his contributions to the schools, hard work, and dedication to supporting staff and student technology needs. Mr. Yung recognized Carson Goettsch, Maintenance Custodian, for his hard work, continued growth, and dedication to safe and clean sites across the organization.

4.b. Mr. Otte shared a list of upcoming field trips, activities, and projects. Mr. Otte reported he met with parents at the Carlsbad Learning Center to address concerns which centered around staff turnover at that site and shared next steps to address concerns.

4.b.1. Ms. Chelsea Nance Gratz reported the CM Parent Advisory Council met and discussed the budget, upcoming events, the possibility of offering afterschool enrichment activities for working families, the development of a manual to meet fundraising goals, and recent LGBTQIA training for staff.

4.c. Mr. Johnson shared a list of upcoming field trips, activities, and projects.

4.c.1 Mr. Johnson recognized Elena Thiros, DCS 11th grade student, for her cookie baking business and recent work at the Makers and Entrepreneurs event at the San Diego College of Continuing Education.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

5.a. Eight requests for live comment and thirty-eight written comments were received:

5.b. Ms. A. Williams shared she understands the concerns that were expressed by the Community Montessori parents and administration is working on addressing those concerns.

6. APPROVAL OF CONSENT ITEMS

6.a. Approval of Minutes of Regular Board Meeting on April 26, 2023

MSC (Tweeten/Childers) to approve April 26, 2023, Regular Board Meeting Meets. Motion passed (5-0)

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

6.b. Ratification of Check Run for April 2023

MSC (Childers/Rohrer) to approve Check Run. Motion passed (5-0)

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

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 working on purchasing new equipment for the 23-24 school year and upgrading internet speed at six locations.



Community Montessori & Dimensions Collaborative School

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 Report

1. Mr. Yung reported staff is working on scheduling the play structure installations and the following improvements at the Santee Learning Center are underway: drainage repair along the fence, ADA access, trash enclosure update.
2. Mr. Yung reported staff is working on the pre-orders for the 23-24 school year and managing the return of student Chromebooks.

7. d. Executive Director Report

1. Ms. Novacek reported CCSA is working on pushing renewal extensions due to proposed renewal requirements requiring verified data.
2. Ms. Novacek reported Mr. Earl Otte, CM School Director, was a finalist in the Emerging Leader category at the recent Charter Stars Event hosted by the North County Education Foundation.
3. Ms. Novacek reported the staff meeting survey responses continue to reflect improved overall satisfaction with staff training and the types of training offered at staff meetings, and the *Element Is Everything* podcast is not only a training resource for new and current staff but also serving as a marketing tool for prospective parents.

8. ACTION ITEMS

8.a. Element Education

1. Approval of the 22-23 Revised Calendar to honor Juneteenth

MSC (Childers/Rohrer) to approve 22-23 Revised Calendars. Motion passed (5-0)

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

2. Approval of 23-24 Community Montessori and Dimensions Collaborative School Calendars.

MSC (Williams/Tweeten) to approve 23-24 Community Montessori and Dimensions Collaborative School calendars. Motion passed (5-0)

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

3. Approval of 24-25 Key Dates

MSC (Tweeten/Childers) to approve 24-25 Key Dates. Motion passed (5-0)

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



Community Montessori & Dimensions Collaborative School

4. Approval of 23-24 Salary Schedule

MSC (Rohrer/Tweeten) to approve 23-24 Salary Schedule Version A (Variable Rate). Motion passed (5-0)

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

8.b. Community Montessori

1. Approval of Declaration of Need

MSC (Rohrer/Tweeten) to approve Declaration of Need. Motion passed (5-0)

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

2. Approval of Lenovo P15 Purchase

MSC (Childers/Rohrer) to approve Lenovo P15 Purchase. Motion passed (5-0)

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

3. Approval of proposal from County Building Services

MSC (Childers/Tweeten) to approve County Building Services. Motion passed (5-0)

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

8.c. Dimensions Collaborative School

1. Approval of Declaration of Need

MSC (Rohrer/Tweeten) to approve Declaration of Need. Motion passed (5-0)

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

2. Approval of Lenovo P15 Purchase

MSC (Childers/Rohrer) to approve Lenovo P15 Purchase. Motion passed (5-0)

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

3. Approval of Apple IPAD Purchase

MSC (Williams/Tweeten) to approve Apple IPAD Purchase. Motion passed (5-0)

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



Community Montessori & Dimensions Collaborative School

9. FUTURE AGENDA ITEMS

- **WASC Report**
- **Adopted Budgets**
- **LCAP**

10. NEXT MEETING DATE - Regular Board Meeting

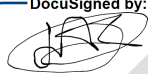
Date: June 28, 2023

Location: Administrative Offices
1441 Montiel Road #143
Escondido, CA 92026

Time: 1:00 PM Closed Meeting
1:30 PM Public Meeting

11. ADJOURNMENT

3:17 p.m.

DocuSigned by:

80CA65F49CAD4C4

6/28/2023

Date

Board President

DocuSigned by:

819238B3ACD5424...

6/28/2023

Date

Board Secretary