



Community Montessori & Dimensions Collaborative School

MINUTES

**Regular Board Meeting
Element Education, Inc.
June 30, 2021
1:00 P.M. Closed Meeting
1:30 P.M. Public Meeting**

ELEMENT STAFF MEMBERS:

**Roland Yung, Community Montessori (CM) School Director
Tony Drown, Dimensions Collaborative (DCS) School Director
Paul Johnson, Director of Accountability
Kiran Sihota, Director of Human Resources
Doug Miller, Chief Business Officer
Susan Michaels, Executive Assistant
Lois Ingber, Behavioral Counselor
Nubie Porter, Dimensions Collaborative Educational Facilitator
Catherine Drown, Dimensions Collaborative Educational Facilitator
Diane Ramos, Community Montessori Learning Assistant**

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, Duran, Raymond, Rohrer, Tweeten

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

1:43 p.m.

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

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



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3.c. The agenda was approved with the following addition: Action Item 8.c.7. Consideration of Cyn Champlin Services Agreement.

MSC (Raymond/Tweeten) to approve agenda. Motion passed (5-0)

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

3.d. Ms. Rohrer reported the Board approved a PTO buy-back for the Executive Director and the Executive Director's Evaluation of Performance was completed.

4. RECOGNITIONS AND PRESENTATIONS

4.a. Staff Recognition: Mr. Yung recognized Ms. Diane Ramos, Community Montessori Learning Assistant, for being an excellent mentor and overall team player.

Mr. Miller recognized Abraham Abdelrehim, Element Education Technology Manager, for being a self-directed learner, an asset to the organization, and overall team player.

4.b. School Presentations: Mr. Yung reported enrollment at 737, staff is working on new field trips for the 21-22 school year, plans for a summer reading program are underway, and summer clean-up projects have been scheduled.

4.b.1 Mr. Yung reported the Parent Advisory Council recently met and discussed the school budget, school-wide communication methods, and program development.

4.c. School Presentations: Mr. Drown reported enrollment at 548, the Summer Support Program runs July 12th-August 5th, and staff will host Informational Meetings throughout the summer. Ms. Catherine Drown gave an overview and update of the Global Education program.

4.d Accountability Presentations:

4.d.1 Ms. Ingber shared the Positive Discipline Lab School Report.

4.d.2 Mr. Johnson reported the 2020-21 student assessment data for Dimensions Collaborative School and Community Montessori.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

5.a. No public comment.

5.b. Mr. Tweeten reported he attended the Community Montessori 8th grade graduation and Dimensions Collaborative drive-through high school graduation.

6. APPROVAL OF CONSENT ITEMS

6.a. Approval of Minutes of Regular Board Meeting on May 26, 2021

6.b. Ratification of Check Run for May 2021

MSC (Childers/Tweeten) to approve consent items. Motion passed (5-0)

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



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7. DISCUSSION/INFORMATION ITEMS - NO ACTION

7. a. Chief Business Officer Report

1. Mr. Miller presented current financial information for Community Montessori and Dimensions Collaborative School.
2. Mr. Miller reported stucco repair work and landscaping improvements are underway at the Mary Lane Learning Center and the staff at Montiel are in the process of reconfiguring the office spaces.
3. Mr. Miller reported he will submit an application for funds to the Emergency Connectivity Fund, a Federal Communications Commission program that will help schools and libraries provide the tools and services their communities need for remote learning during the COVID-19 emergency period.

7. b. Director of Human Resources Report

1. Ms. Sihota reported the following open positions: Long-term Substitute Instructor/Educational Facilitator and Special Education Compliance Manager. Ms. Sihota reported the following new hires: one Resource Specialist for Special Education.
2. Ms. Sihota reported the following professional development activity: the Special Education Director attended the Spotlight on Dyslexia Conference and the Dimensions Educational Technology Specialist attended the International Society of Technology in Education Conference (6/26-6/30).

7. c. Executive Director Report

1. Ms. Novacek updated the Board on the status of AB 1316 and SB 593.
2. Ms. Novacek reported the Professional Learning Plan project is underway, the committee includes a wide-range of staff, and the committee is in the process of designing the first four modules.

8. ACTION ITEMS

8.a. Element Education

1. Approval of 22-23 Key Dates.

MSC (Duran/Childers) to approve 22-23 Key Dates. Motion passed (5-0)

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

2. Approval of Revised 21-22 Element Calendar.

MSC (Raymond/Duran) to approve 21-22 Element Calendar. Motion passed (5-0)

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

3. Approval of Montiel Lease Addendum #2.

MSC (Raymond/Tweeten) to approve Montiel Lease Addendum #2. Motion passed (5-0)

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



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4. Approval of English Language Development Manager Job Description.

MSC (Childers/Tweeten) to approve English Language Development Manager Job Description. Motion passed (5-0)

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

5. Approval of Revised Policies:

- a. Advisory Council Responsibilities
- b. At-Will Agreement
- c. Basic Skills Proficiency
- d. Child Abuse Training
- e. Communicable Disease Prevention and Control
- f. Determination of Start Date
- g. Disciplinary Process
- h. Distracted Driving
- i. Employment Process
- j. Non-Exempt and Exempt Status
- k. Personal Leave
- l. Personal Time Off
- m. Pupil Promotion and Retention

MSC (Raymond/Duran) to approve Revised Policies. Motion passed (5-0)

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

b. Community Montessori

1. Approval of Local Control and Accountability Plan (LCAP).

MSC (Tweeten/Raymond) to approve Local Control and Accountability Plan. Motion passed (5-0)

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

2. Approval of MOU between SDCBOE and Community Montessori.

MSC (Tweeten/Childers) to approve MOU between SDCBOE and Community Montessori. Motion passed (5-0)

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

3. Approval of Declaration of Need.

MSC (Childers/Raymond) to approve Declaration of Need. Motion passed (5-0)

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

4. Approval of Adopted Budget.

MSC (Childers/Duran) to approve Adopted Budget. Motion passed (5-0)

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



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c. Dimensions Collaborative

1. Approval of Local Control and Accountability Plan (LCAP).

MSC (Raymond/Childers) to approve Local Control and Accountability. Motion passed (5-0)

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

2. Approval of Meg, LLC Letter of Commitment for Global Education Program.

MSC (Duran/Childers) to approve MEG, LLC Letter of Commitment for Global Education Program. Motion passed (5-0)

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

3. Approval of MOU between SDCBOE and Dimensions Collaborative School.

MSC (Childers/Tweeten) to approve MOU between SDCBOE and Dimensions Collaborative School. Motion passed (5-0)

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

4. Approval of Instructional Material Disposal List.

MSC (Raymond/Childers) to approve Instructional Material Disposal List. Motion passed (5-0)

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

5. Approval of Declaration of Need.

MSC (Childers/Raymond) to approve Declaration of Need. Motion passed (5-0)

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

6. Approval of Adopted Budget.

MSC (Raymond/Childers) to approve Adopted Budget. Motion passed (5-0)

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

7. Approval of Cyn Champlin Services Agreement.

MSC (Tweeten/Duran) to approve Cyn Champlin Services Agreement. Motion passed (5-0)

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

d. Dehesa Charter School

1. Approval of Resolution to Close Fund 62.

MSC (Childers/Raymond) to approve Resolution to Close Fund 62. Motion passed (5-0)

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

2. Approval of Fund Balance Transfer.

MSC (Raymond/Duran) to approve Fund Balance Transfer. Motion passed (5-0)

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



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9. FUTURE AGENDA ITEMS

10. NEXT MEETING DATE - Regular Board Meeting

Date: July 28, 2021
Location: Virtual
Time: 1:00 PM Closed Meeting
1:30 PM Public Meeting

11. ADJOURNMENT

3:27 p.m.

DocuSigned by:
Barbara Rolner
8AA1D8E32E184C4
Date: 8/13/2021

Board President

DocuSigned by:
Daeal
81929883A6D5424
Date: 8/12/2021

Board Secretary