



Community Montessori & Dimensions Collaborative School

MINUTES

**Regular Board Meeting
Element Education, Inc.
May 25, 2022
1:00 P.M. Closed Meeting
1:30 P.M. Public Meeting**

Element Staff:

Roland Yung, Chief Operations Officer
Tony Drown, Dimensions Collaborative (DCS) School Director
Brandi Rodrigues Special Education Director
Paul Johnson, Director of Accountability
Kiran Sihota, Director of Human Resources
Doug Miller, Chief Business Officer
Earl Otte, Community Montessori (CM) School Director
Susan Michaels, Executive Assistant
Lois Ingber, Element Education
Elisa Hilliard, Dimensions Collaborative School
Alison Jundt, Community Montessori
Catherine Drown, Dimensions Collaborative School
Tanya Lake, Dimensions Collaborative School
Janeal Fore, Element Education
Eva Chaidez, Element Education
Tammy Becker, Community Montessori
Emily Snow, Element Education

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



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2. CLOSED SESSION

3. PUBLIC SESSION

1:44 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.
- 3.d. Ms. Rohrer reported there was no action taken during closed session.

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

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

Nays: None **Abstain:** None

4. RECOGNITIONS AND PRESENTATIONS

- 4.a. Mr. Drown and Ms. Lake recognized Daniel Farcas and Sam Gleason-Rohrer for their recent achievements at the Mathematical Olympiads for Elementary and Middle Schools. Ms. Drown recognized Ashley Hilliard and Sage Arteaga for receiving a finalist certificate in the Jacobs Teen Innovation Challenge.
- 4.b. Mr. Otte recognized the Mary Lane Learning Center Assistants for their dedication and hard work. Mr. Otte reported staff is finalizing questions for a parent engagement survey, year-end events are underway, CAASP testing wraps up on June 2, 2022, and staff is finalizing the summer enrichment program.
- 4.c. Mr. Drown reported staff will be hosting several Informational Meetings throughout June, the 22-23 final schedules were shared with parents, staff completed Positive Discipline Certification training on May 22, 2022, staff is working on a summer support program, and CAASP testing wraps up on June 2, 2022.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

- 5.a. No public comment.
- 5.b. Board member Rohrer shared her observation of the Mission Valley Learning Center. Ms. Novacek thanked Board Member Rohrer for attending the Mission Valley site visit and reported that SDCOE Board Member Robinson did not show up or reach out to reschedule. Ms. Novacek thanked Board Member Williams for arriving early to the meeting to tour the Montiel Learning Center.



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6. APPROVAL OF CONSENT ITEMS

6.a. Approval of Minutes of Regular Board Meeting on April 27, 2022

6.b. Ratification of Check Runs for April 2022

MSC (Tweeten/Sinclair) 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 current financial information for Community Montessori and Dimensions Collaborative School.
2. Mr. Miller reported staff is currently conducting a technology needs assessment in preparation for the coming school year.
3. Mr. Miller reported the Compensation Committee met on May 13th to discuss the final drafts of 22-23 Salary Schedules.

7. b. Director of Human Resources Report

1. Ms. Sihota reported the following new hires: 1 CM Learning Assistant, 1 CM Educational Facilitator, 1 DCS Educational Facilitator. Ms. Sihota reported the following open positions: 2 CM Middle School Educational Facilitators, CM Learning Assistant, 1 DCS Upper Elementary Educational Facilitator, 1 DCS Regional Assistant Mission Valley, 1 Speech Pathologist, and SPED Educational Assistants.
2. Ms. Sihota reported the following professional development activity: staff from Community Montessori and Dimensions Collaborative School attended an Equity Conference, the Behavior Counselor, attended the North American Society of Alderian Psychology and Positive Discipline Conference, the maintenance staff completed the AHERA Building Inspector Initial Certificate course.

7. c. Executive Director Report

1. Ms. Novacek reported the Governor's May Revise may negatively impact independent study school budgets.

8. DISCUSSION ITEMS:

1. Ms. Novacek reported she is preparing for the Board's Strategic Planning session in July. Board Member Rohrer suggested establishing committees.



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9. ACTION ITEMS

9. a. Element Education

1. Approval of 22-23 Administrative Salary Scale

MSC (Sinclair/Tweeten) to table proposed Administrative Salary Scale due to further discussion needed.
Motion passed (6-0)

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

Nays: None **Abstain:** None

2. Approval of 22-23 Certificated Salary Scale

MSC (Tweeten/Williams) to approve Certificated Salary Scale. Motion passed (6-0)

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

Nays: None **Abstain:** None

3. Approval of Virtual Special Meeting per AB 361

MSC (Rohrer/Sinclair) to approve virtual Special Meeting on June 15, 2022, at 1 p.m. to be conducted virtually.

Motion passed (6-0)

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

Nays: None **Abstain:** None

4. Approval of Director of Student Services Job Description

MSC (Williams/Childers) to approve Director of Student Services Job Description. Motion passed (6-0)

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

Nays: None **Abstain:** None

10. FUTURE AGENDA ITEMS

- LCAP Meeting
- Administrative Salary Scale

11. NEXT MEETING DATE - Special Board Meeting

Date: June 15, 2022

Location: Virtual

Time: 1:00 PM Public Meeting



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12. ADJOURNMENT

DocuSigned by:
Barbara Roliver
05B6C40724E74BA...

8/16/2022

Date: _____

Board President

DocuSigned by:
[Signature]
819238B3ACD5424...

7/14/2022

Date: _____

Board Secretary