



Element Education

Empowering Students to Discover Their Element

Community Montessori and Dimensions Collaborative School

MEETING MINUTES

Regular Board Meeting
Element Education, Inc.
March 4, 2020
1:00 P.M. Closed Session
1:30 P.M. Public Meeting

NON-VOTING MEMBERS:

Terri Novacek – Executive Director

ELEMENT STAFF MEMBERS:

Roland Yung, Community Montessori School Director
Tony Drown, Dimensions Collaborative School Director
Kiran Sihota, Director of Human Resources
Earl Otte, Community Montessori Lead Manager
Susan Michaels, Executive Assistant

BOARD MEMBER NOMINEE:

Briana Schultz

LOCATIONS

1441 Montiel Road #143
Escondido, CA 92026

1816 Oak Hill Drive
Escondido, CA 92026

3751 Mary Lane
Escondido, CA 92026

12370 Adobe Ridge Road
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

1:01 p.m.

Members present: Childers, Raymond, Rohrer,

Members absent: Tweeten

Secretary: Novacek

Recording Secretary: Michaels

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

1.c. Adjourn to Closed Session.

2. CLOSED SESSION

3. PUBLIC SESSION

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

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

3.c. The Agenda was approved with the following additions:

9.b.2. Consideration of Second Interim Budget for Community Montessori

9.c.1. Consideration of Second Interim Budget for Dimensions Collaborative School

Approved on:



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MSC (Childers/Raymond) to approve Agenda. Motion passed (3-0)

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

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

4. RECOGNITIONS AND PRESENTATIONS

4.a. Recognition: Mr. Drown recognized Ms. Charlotte Byrne, Career Technical Education (CTE) Specialist, for her 16 years of exemplary service, commitment, and leadership in building the CTE program.

4.b. Presentation: Mr. Yung reported the lottery for fall 2020 is closed, installation of the Poway play structure is complete, Carlsbad middle school students have finished building garden boxes, staff is working on implementing a healthy snacks/lunches program, and current enrollment is at 752.

4.c. Presentation: Mr. Drown reported enrollment at 478 and there was a 90% participation rate and an overall positive achievement trend for the second iReady diagnostic. Ms. Mary Beth Molina, Educational Facilitator and member of the Parent Advisory Council (PAC), reported the Parent Advisory Council met and discussed LCAP goals, STMath and iReady Assessments and future projects, events, and field trips.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

5.a. No public comment.

5.b. Ms. Childers complimented Ms. Novacek on her being asked to present at the Charter Accountability Resource and Support Network (CARSNet) Conference next fall.

6. BOARD ELECTIONS

Ms. Rohrer reported the nominating committee unanimously recommends Briana Schultz, a community volunteer and Dimensions Collaborative School parent.

1. Ms. Rohrer nominated Ms. Schultz for Board Member.

2. Ms. Raymond seconded the nomination.

3. The vote was unanimous, and Ms. Schultz became a Member of the Board.

Ms. Schultz committed to the oath of office, given to her by Ms. Novacek, for a term which will end December 2020.

7. APPROVAL OF CONSENT ITEMS

7.a. Approval of Minutes of Regular Meeting on January 29, 2020

7.b. Approval of Minutes of Special Meeting on January 29, 2020

7.c. Ratification of Check Run for January 2020.

MSC (Childers/Raymond) to approve Consent Items. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Ms. Schultz **Nays:** None **Abstain:** None

Approved on:



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2. Approval of Second Interim Budget

MSC (Raymond/Schultz) to approve Second Interim Budget. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Ms. Schultz Nays: None Abstain: None

9.c. Dimensions Collaborative School

1. Approval of Second Interim Budget

MSC (Schultz/Childers) to approve Second Interim Budget. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Ms. Schultz Nays: None Abstain: None

10. FUTURE AGENDA ITEMS

Calendar and Key Dates

11. NEXT MEETING DATE - Regular Board Meeting

Date: April 1, 2020

Location: Escondido Administrative Office

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

12. ADJOURNMENT

2:44 p.m.

Date: 5-8-2020

Board President

Date: 5/15/20

Board Secretary

Approved on:



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8. DISCUSSION/INFORMATION ITEMS - NO ACTION

8. a. Chief Business Officer Report

1. Mr. Miller presented current financial information for Community Montessori and Dimensions Collaborative School.
2. Mr. Miller reported on the completion of the Poway playground and the replacement of the portable buildings at the Oak Hill Learning Center.
3. Mr. Miller reported the mobile device management system was not a good fit and they are in the process of evaluating other options that best fit our needs. The back-up project will begin once a mobile device management system is put in place.

8. b. Director of Human Resources Report

1. Ms. Sihota reported there were no new hires nor open positions.
2. Ms. Sihota reported staff will be hosting an exhibit booth at three job fairs this month.

8. c. Executive Director Report

1. Ms. Novacek reported she attended the North County CEO Forum, an APlus Advisory Committee meeting, a California Charter School Association Regional meeting, Carlsbad Education Committee meeting, a North County Chamber Workgroup, and the Chula Vista School District Governing Board meeting.
2. Ms. Novacek reported she attended a CARNet Bootcamp, the San Diego County Office of Education completed a review of the First Interim Reports and the results were shared with the Board, four staff members attended the Learning Innovation Summit, and staff is working on submitting reports for the Public Charter School Grant.
3. Ms. Novacek shared the proposed 2020-21 Calendar with the Board for review.
4. Ms. Novacek shared the proposed 2020-21 Key Dates with the Board for review.
5. Ms. Novacek shared a special education update and answered questions of the Board.

9. ACTION ITEMS

9.a. Element Education

1. Approval of Balance Sheet Transfer to Charter Schools

MSC (Raymond/Schultz) to approve Balance Sheet Transfer to Charter Schools. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Ms. Schultz **Nays:** None **Abstain:** None

9.b. Community Montessori

1. Approval of Purchase of Portables for Oak Hill

MSC (Childers/Raymond) to approve the Replacement of Portables for Oak Hill. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Raymond, Ms. Rohrer, Ms. Schultz **Nays:** None **Abstain:** None

Approved on: