



Element Education

Empowering Students to Discover Their Element

Community Montessori and Dimensions Collaborative School

MEETING MINUTES

Regular Board Meeting
Element Education, Inc.
October 30, 2019
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
Brandi Rodrigues, Director of Special Education
Paul Johnson, Director of Accountability
Susan Michaels, Executive Assistant

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 taken at 1:00 p.m.

Members present: Jatón, Rohrer, Childers, Tweeten

Members Absent: Raymond

Secretary: Novacek

Recording Secretary: Michaels

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

1.c. Adjourned to Closed Session.

2. CLOSED SESSION 1:02 p.m.

3. OPEN SESSION 1:25 p.m.

3.a. Board Member Tweeten led the Pledge of Allegiance.

3.b. The Agenda was approved.

MSC (Childers/Tweeten) to approve Agenda. Motion passed (4-0)

Ayes: Mr. Jatón, Ms. Childers, Mr. Tweeten, Ms. Rohrer

Nays: None

Abstain: None



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3.c. Mr. Jatón stated there was no action taken during closed session.

4. RECOGNITIONS AND PRESENTATIONS

4.a. Recognition: Mr. Johnson recognized Janeal Fore, Registrar, for her positive attitude, dedication, hard work and overall impact on the Registrar's office.

4.b. Presentation: Mr. Otte shared a presentation with Members of the Governing Board outlining the ST Math Initiative, recent fieldtrips, student-led conferences, staff accountability efforts, Multi-Tiered Student Support (MTSS) program, and upcoming events. Mr. Yung reported enrollment at 755. The Advisory Council met to discuss the planning and financing of future projects.

4.c. Presentation: Mr. Drown reported on events and field trips, the VEX Robotics team won the "Safety Award" at Poway 2019, the STEP (Student Transitional Education Plan for Undergraduate Programs) begins November 4th at Palomar College. The enrollment is at 474.

5. PUBLIC COMMENT - Agenda and Non-Agenda Items

No public comment.

6. BOARD REPORT

6.a. No comments from the Board.

7. APPROVAL OF CONSENT ITEMS

7.a. Approval: Minutes of Regular Meeting on September 25, 2019

7.b. Approval: Check Run for September 2019

MSC (Tweeten/Rohrer) to approve Consent items 7.a. and 7.b. Motion passed (4-0)

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

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 he is working with a structural engineer to repair the roof at the Santee Learning Center.
3. Mr. Miller reported the firewall and switches have been replaced.

8. b. Director of Human Resources Report

1. Ms. Sihota reported the following new hires: one Community Montessori Learning Assistant and one Dimensions Collaborative School Instructor.



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2. Ms. Sihota reported the following: she attended the SDCOE Charter School HR Leader Quarterly Workshop and the YM&C Understanding Legal Issues Affecting Charter Schools training, two DCS staff members attended a Work Experience Education Conference, two staff members from the business department attended a Cash Handling Workshop, the Behavioral Counselor attended a Restorative Justice Training, the Resource Center Manager started an online course titled Exploring Future Ready Librarianship, three staff members from each school attended Putting It All Together LCAP training, and the Executive Director and DCS School Director attended the A Plus Conference Personalized Learning.

8. c. Director of Accountability Report
 1. Mr. Johnson reported the 2019-2020 English Learner statistics.
 2. Mr. Johnson reported the 2018-2019 California Assessment (CAASP) results.
 3. Mr. Johnson provided the Board with an overview of the 2019-2020 California School Dashboard Local Indicators.

8. d. Director of Special Education Report
 1. Ms. Rodrigues reported on 2019-2020 Special Education Demographics for Dimensions Collaborative School.
 2. Ms. Rodrigues reported on 2019-2020 Special Education Demographics for Community Montessori.

8. e. Executive Director Report
 1. Ms. Novacek reported the Anti-bullying policy and Complaint Procedures and Form are being posted to the websites.
 2. Ms. Novacek reported the following: she attended a Computer Science Standards Workshop, Community Montessori hosted a TIME Conference and over 200 Montessorians from around the country attended, Element staff hosted an Independent Contractor workshop at the APlus conference, staff attended The Learning Counsel Leader Meeting and the Future Ready Conference. The Learning Counsel will be highlighting Dimensions Collaborative School at its Annual Gathering in Dallas next month.
 3. Ms. Novacek reported school leadership have identified their focus as outlined in the Strategic Plan and the October staff meeting included revisiting the three desired results and accountability.

8. f. Ms. Novacek asked Members of the Board seeking re-election to submit notice in writing by November 1, 2019.

9. ACTION ITEMS

9. a. Element Education

1. Approval of Asset Disposal-2005 Suburban

MSC (Jaton/Tween) to approve Asset Disposal-2005 Suburban. Motion passed (4-0)

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

2. Approval of Revised Independent Contractor Policy

MSC (Childers/Rohrer) to approve Revised Independent Contractor Policy. Motion passed (4-0)

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



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3. Approval of Resolution to Authorize Teacher Assignments

MSC (Jaton/Rohrer) to approve Resolution to Authorize Teacher Assignments. Motion passed (4-0)

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

4. Approval of First Interim Budget FY 2019-2020

MSC (Jaton/Rohrer) to approve First Interim Budget FY 2019-2020. Motion passed (4-0)

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

9. b. Dimensions Collaborative School

1. Approval of Calculus Course Description

MSC (Rohrer/Childers) to approve Calculus Course Description. Motion passed (4-0)

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

2. Approval of First Interim Budget FY 2019-2020

MSC (Childers/Tweeten) to approve First Interim Budget FY 2019-2020. Motion passed (4-0)

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

9.c. Community Montessori

1. Approval of First Interim Budget FY 2019-2020

MSC (Jaton/Rohrer) to approve First Interim Budget FY 2019-2020. Motion passed (4-0)

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

10. FUTURE AGENDA ITEMS

Ratification of Independent Contractor Contracts

11. NEXT MEETING DATE - Regular Board Meeting

Date: December 4, 2019

Location: Escondido Administrative Office

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

12. ADJOURNMENT 3:11 p.m.

B.P. Rohrer

Board President

1-29-2020

Date

[Signature]

Board Secretary

1/15/20

Date