



Element Education

Empowering Students to Discover Their Element

Community Montessori and Dimensions Collaborative School

MINUTES

**Regular Board Meeting
Element Education, Inc.
October 28, 2020
1:00 P.M. Closed Meeting
1:30 P.M. Public Meeting**

NON-VOTING MEMBERS

Terri Novacek – Executive Director

ELEMENT STAFF MEMBERS:

**Roland Yung, Community Montessori School Director
Brandi Rodrigues, Director of Special of Education
Tony Drown, Dimensions Collaborative School Director
Paul Johnson, Director of Accountability
Kiran Sihota, Director of Human Resources
Susan Michaels, Executive Assistant
Doug Miller, Chief Business Officer
Elisa Hilliard, Dimensions Collaborative School
Lois Ingber, Behavioral Counselor
Helena De Pascale, Community Montessori
Mamatha Puttur, Community Montessori
Claire Hyde, Dimensions Collaborative School
Katherine Herrera, Element Education
Catherine Drown, Dimensions Collaborative School
Greg Hawkins, Dimensions Collaborative School
Trish Ruppel, Dimensions Collaborative School
Janet Garcia, Dimensions Collaborative School**

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

1:03 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. Adjourn to Closed Session.

1:05 p.m.

2. CLOSED SESSION



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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. Approval of Agenda.

MSC (Tweeten/Raymond) to approve the 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 took action to waive the Dimensions Collaborative High School Enrollment policy to promote an 11th grade student to 12th grade.

4. RECOGNITIONS AND PRESENTATIONS

4.a. Staff Recognition:

1. Mr. Drown and Ms. Novacek recognized Catherine Drown for her leadership in developing the Global Education program, commitment to education, and her passion for learning.

2. Mr. Drown and Ms. Novacek recognized Mr. Hawkins for being an excellent new addition to the team and his recent outstanding work in getting the Global Education course descriptions UC approved.

4.b. Presentation: Mr. Yung reported enrollment at 775, staff is working to expand outdoor classroom space, restrooms at the Carlsbad learning center were retrofitted to assist with the COVID -19 safety protocols, staff is working on the next phases for reopening, and parents have been participating in various Element Education fall parent workshops and school virtual events.

1. Holly Crain, CM Parent, reported the Parent Advisory Council discussed budget concerns regarding staffing, the Learning Continuity Plan, upgrades made to outdoor shade structures at the learning centers, and COVID-19 updates regarding safety standards and protocols.

4.c. Presentation: Mr. Drown highlighted Jakob Snow, a DCS senior and professional mountain biker, reported enrollment at 553, Elisa Hilliard, Onboarding Manager, is developing a Parent Ambassadors program, Benoni Pantoja, Education Technology Manager, continues to host *Tuesday 2:00 Tech Talks* to support parents, and the Yearbook Club is up and running.

1. Nora Hamilton-Cabaong, DCS Parent, reported the Parent Advisory Council discussed the impact of Senate Bill 98 and SB 820 on school funding and its impact on the Dimensions' budget, how to best support parents with technology training, and calendar of future virtual field trips and events.

4.d Presentation: Ms. Rodrigues reported on 2020-21 Special Education Demographics for Dimensions Collaborative School and Community Montessori.

4. e. Presentation: Mr. Johnson reported the 2020-21 iReady Student Data for Dimensions Collaborative School and Community Montessori.

4. f. Presentation: Mr. Johnson reported the 2020-21 English Learner statistics for Dimensions Collaborative School and Community Montessori.



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5. COMMUNICATIONS - Agenda and Non-Agenda Items

- 5.a. No public comment.
- 5.b. No comments from the Board.

6. APPROVAL OF CONSENT ITEMS

- 6.a. Approval of Minutes of Special Meeting on September 22, 2020
- 6.b. Approval of Minutes of Regular Meeting on September 23, 2020
- 6.c. Ratification of Check Run for September 2020.

MSC (Tweeten/Raymond) to approve the Consent Items. Motion passed (5-0)

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

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 the permits have been delayed for the Oak Hill modular units due to COVID-19 and a temporary permit should be issued by the end of November.
- 3. Mr. Miller reported the transition away from Vector is still underway, 125 of 200 Chromebooks have been delivered, and the extra Chromebooks will be used for student testing in the spring.

7. b. Director of Human Resources Report

- 1. Ms. Sihota reported the following open positions: Learning Assistant and Resource Specialist. Ms. Sihota reported the following new hires: one Regional Assistant for Dimensions Collaborative School and two Learning Assistants for Community Montessori.
- 2. Ms. Sihota reported the DCS School Director attended a SDCOE Equity Workshop, a Community Montessori Lead Manager attended SONY KOOV Robotics Workshop, the Behavior Counselor attended the Character Development & Covid-19 Summit, and SPED staff attended Teaching Spelling Using a Structured Literacy Approach (CORE), DLU 4 SEIS District Level User Foundations (EDCOE SELPA), and Behavior Supports in the Classroom: How to Implement Effective Reinforcement Strategies (Diagnostic Center).

7. c. Executive Director Report

- 1. Ms. Novacek shared the SDCOE Staff Reports on the DCS charter renewal and material revision. The SDCOE Board will take action on both items at the November 4th SDCOE Governing Board meeting.
- 2. Ms. Novacek reported the Element Fall 2020 Parent Workshops are well underway and the overall response has been very positive.
- 3. Ms. Novacek reported all employees will be COVID-19 tested every other month and employees with symptoms are encouraged to be tested within 24 hours.



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8. ACTION ITEMS

8.a. Element Education

1. Approval of Ratification of Parsec Education Contract

MSC (Childers/Tweeten) to approve Ratification of Parsec Education Contract. Motion passed (5-0)

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

2. Approval of Executive Director Performance Goals

MSC (Raymond/Duran) to approve Executive Director Performance Goals. Motion passed (5-0)

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

3. Approval of PTO Policy

MSC (Childers/Rohrer) to approve PTO Policy. Motion passed (5-0)

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

10. FUTURE AGENDA ITEMS

- Technology Discard List
- Board Elections

11. NEXT MEETING DATE - Regular Board Meeting

Date: December 2, 2020
 Location: Virtual
 Time: 1:30 PM

11. ADJOURNMENT

2:54 p.m.

DocuSigned by:

Barbara Rohrer

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Date: 12/8/2020

Board President

DocuSigned by:

[Signature]

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Date: 12/15/2020

Board Secretary