



Community Montessori & Dimensions Collaborative School

MINUTES

**Regular Board Meeting
Element Education, Inc.
March 29, 2023
1:00 P.M. Closed Meeting
1:30 P.M. Public Meeting**

ELEMENT STAFF:

Roland Yung, Chief Operations Officer
Paul Johnson, School Director DCS
Niki Sestina, Director of Student Services
Kiran Sihota, Director of HR
Doug Miller, Chief Business Officer
Earl Otte, School Director, CM
Susan Michaels, Executive Assistant
Emily Snow Registrar
Greg McGrath, Regional Manager, CM
Kate Sullivan, Assessment Manager
Abraham Abdelrehim Technology Manager
Eva Chaidez, Administrative Specialist-Resources

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

1:02 p.m.

Members present: Rohrer, Sinclair, Tweeten, A. Williams

Members absent: R. Childers, C. Williams

Secretary: Novacek

Recording Secretary: Michaels

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

1.c. Adjourned to Closed Session

2. CLOSED SESSION

2.a. Pupil Personnel matters pursuant to Government Code Sections 35146, 72122, and 48918

2.b. Personnel Matters pursuant to Government Code Section 54957

2.c. Potential Litigation pursuant to Government Code 54956.9 (b) (1)



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2.d. Real Property Pursuant to Government Code 54956.8 (b) (1)

3. PUBLIC SESSION

1:43 p.m.

- 3.a. Mr. Sinclair called the meeting to order, and a quorum was established.
- 3.b. Mr. Tweeten led the Pledge of Allegiance.
- 3.c. Approval of Agenda
- 3.d. Disclosure of Board actions from Closed Session, pursuant to Government Code 54957.

MSC (Williams/Tweeten) to approve agenda. Motion passed (4-0)

Ayes: Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams,

Nays: None **Abstain:** None

4. RECOGNITIONS AND PRESENTATIONS

- 4.a Ms. Sestina recognized Ms. Sullivan, Assessment Manager, for her outstanding performance in supporting staff and students and for organizing the first multi-lingual learner advisory committee. Mr. Johnson recognized Mat Werner, DCS Educational Facilitator, for his exceptional work with the DCS art program.
- 4.b. Mr. Otte shared a list of upcoming field trips, activities, and projects.
- 4.c. Mr. Johnson shared a list of upcoming field trips, activities, and projects.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

- 5.a. There were no public comments.
- 5.b. Ms. Rohrer shared she recently visited the Carlsbad Learning Center and enjoyed the time she spent in the classrooms and play yard.

6. APPROVAL OF CONSENT ITEMS

- 6.a. Approval of Minutes of Regular Board Meeting on March 1, 2023.
- 6.b. Ratification of Check Run for February 2023.

MSC (Williams/Tweeten) to approve Consent Items. Motion passed (4-0)

Ayes: Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams

Nays: None **Abstain:** None

7. INFORMATION ITEMS - NO ACTION

- 7. a. Chief Business Officer Report
 - 1. Mr. Miller presented the current financial information for Community Montessori and Dimensions Collaborative School.
 - 2. Mr. Miller reported staff is working on determining technology needs for the 23-24 school year.



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7. b. Director of Human Resources Report

1. Ms. Sihota provided a written report on recent hires and current openings.
2. Ms. Sihota provided a written report on employees who engaged in formal professional learning since the last board meeting.

7. c. Chief of Operations Officer Report

1. In Mr. Yung’s absence, Ms. Novacek reported staff is working with the City of Poway to resolve issues with the Poway Learning Center fencing project and on a signage plan for the Mission Valley Learning Center.
2. There were no new updates for resource management.

7. d. Executive Director Report

1. Ms. Novacek reported she recently attended the CCSA conference in Sacramento and enjoyed learning about the many new vendors and resources available for parents and staff. In addition, Ms. Novacek reported she attended the World of Work Summit, hosted by Cajon Valley School District, and it was a fantastic opportunity to learn about the many initiatives focused on introducing students to the many different career paths.
2. Ms. Novacek reported she recently submitted the COE Annual Report for both schools and it will be available for review at the next board meeting.
3. Ms. Novacek shared feedback was positive from the recent Leadership Workshop.

7.e. Ms. Sestina updated the board on the special education program.

8. ACTION ITEMS

8. a. Element Education

1. Approval of 23-24 Community Montessori calendar.

MSC (Tweeten/Rohrer) to approve 23-24 Community Montessori calendar. Motion passed (4-0)

Ayes: Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams,

Nays: None **Abstain:** None

2. Approval of 23-24 Dimensions Collaborative School calendar.

MSC (Rohrer/Tweeten) to approve 23-24 Dimensions Collaborative School calendar.

Motion passed (4-0)

Ayes: Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams,

Nays: None **Abstain:** None



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3. Approval of Job Descriptions:

- Maintenance Worker
- Custodian

MSC (Rohrer/A. Williams) to approve Job Descriptions with the following amendment: change Maintenance Worker to Maintenance Technician. Motion passed (4-0)

Ayes: Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams,

Nays: None **Abstain:** None

8.b. Community Montessori

1. Approval of Second Interim budget

MSC (Rohrer/Tweeten) to approve Second Interim Budget. Motion passed (4-0)

Ayes: Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams,

Nays: None **Abstain:** None

8.c. Dimensions Collaborative School

1. Approval of Second Interim budget

MSC (Tweeten/Rohrer) to approve Second Interim Budget. Motion passed (4-0)

Ayes: Ms. Rohrer, Mr. Tweeten, Mr. Sinclair, Ms. A. Williams,

Nays: None **Abstain:** None

9. FUTURE AGENDA ITEMS

10. NEXT MEETING DATE - Regular Board Meeting

Date: April 26, 2023

Location: Administrative Offices
1441 Montiel Road #143
Escondido, CA 92026

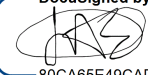
Time: 1:00 PM Closed Meeting
1:30 PM Public Meeting



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11. ADJOURNMENT

2:51 p.m.

DocuSigned by:

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4/27/2023

Date

Board President

DocuSigned by:

819238B3ACD5424...

4/28/2023

Date

Board Secretary

FINAL