



Community Montessori & Dimensions Collaborative School

**MINUTES**

**Regular Board Meeting  
Element Education, Inc.  
April 27, 2022  
1:00 P.M. Closed Meeting  
1:30 P.M. Public Meeting**

**STAFF IN ATTENDANCE:**

- 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
- Zach Fletcher, Dimensions Collaborative School
- Emily Snow, Element Education
- Eva Chaidez, Element Education
- Janeal Fore, Element Education
- Allison Inocencio, Dimensions Collaborative School

**LOCATION**

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20. The Governing Board (“Board”) and employees of Element Education meet via the MS Teams platform.

<b>1441 Montiel Road #143 Escondido, CA 92026</b>	<b>1816 Oak Hill Drive Escondido, CA 92026</b>	<b>3751 Mary Lane Escondido, CA 92026</b>	<b>12370 Adobe Ridge Rd Poway, CA 92064</b>
<b>4646 Mission Gorge Place San Diego, CA 92120</b>	<b>1800 North Broadway Escondido, CA 92026</b>	<b>9580 Carlton Hills Santee, CA 92071</b>	<b>6797 Embarcadero Lane Carlsbad, CA 92011</b>

**1. OPENING PROVISIONS**

- 1.a. Call to Order and Roll Call **1:00 p.m.**
- Members present: Childers, Rohrer, Sinclair, Tweeten, Williams
- Members absent: Raymond
- 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

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 (5-0)

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

**Nays:** None **Abstain:** None

### 4. RECOGNITIONS AND PRESENTATIONS

4.a. Mr. Drown recognized DCS student Emerald Wulf for her recent recognition by the Guinness World Records for the most flowers picked up with the mouth in a contortion back bend.

4.b. Mr. Otte reported the new music vendor has received positive feedback, the summer fundraiser to fund music, Spanish, and fieldtrips has so far raised \$7,000, the Santee Learning Center's Heart Hero challenge raised \$1,500.00 for the American Heart Association, the Carlsbad Learning Center students will participate in NAMI Walks Your Way to raise awareness for mental health, and Oak Hill will be hosting game night.

4.c. Mr. Drown reported school wide CAASPP testing begins May 9<sup>th</sup>, the GradVentures for seniors is scheduled for June 2<sup>nd</sup> at Belmont Park, new and currently enrolled families will be joining us for the Element Education Spring Into Wellness virtual event on May 6<sup>th</sup>, and students and staff are looking forward to the BizTown and Oma Farm field trips in May.

4.d. Ms. Rodrigues reported on the 21-22 Special Education demographics for Community Montessori and Dimensions Collaborative School.

### 5. COMMUNICATIONS - Agenda and Non-Agenda Items

5.a. Tanya Lake submitted a written comment regarding trimesters calendar and the comment was read aloud to the Board by Recording Secretary, Susan Michaels. There was one live comment shared by Mr. Roland Yung regarding the 22-23 proposed Salary Scale.

5.b. Mr. Tweeten shared that he visited the Santee Learning Center and was very impressed with what he observed.



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**6. APPROVAL OF CONSENT ITEMS**

6.a. Approval of Minutes of Regular Board Meeting on March 30, 2022

6.b. Ratification of Check Runs for March 2022.

MSC (Tweeten/Williams) to approve consent items. Motion passed (5-0)

**Ayes:** Ms. Childers, 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 the inventory audit was completed and staff is waiting on final report.

7. b. Director of Human Resources Report

- 1. Ms. Sihota reported no new open positions and the following new hires: 1 DCS School Director, 1 DCS Instructor, and 1 CM Learning Assistant.
- 2. Ms. Sihota reported the following professional learning activities: the Director of Human Resources attended the SDCOE and Point Loma of Nazarene Job Fairs and the Registrars attended the (YM&C): Laws on Student Admission, Lottery Preferences & Outreach Workshops.

7. c. Executive Director Report

- 1. Ms. Novacek reported she was invited to present at the National Hybrids Schools Conference in Georgia and new enrollees will be invited to the second annual Spring Into Wellness virtual event on Friday, May 6<sup>th</sup> 1 p.m.-3 p.m.
- 2. Ms. Novacek reported Mr. Tony Drown is retiring at the end of the school year and after a thorough search and review of many candidates, Mr. Paul Johnson, Director of Accountability was selected for the School Director position.

**8. DISCUSSION ITEMS:**

- 1. Ms. Rohrer presented the idea of the board creating new committees, comprised of staff and board members, to address specific issues and topics. The Board came up with a tentative list of committees.
- 2. Mr. Miller shared the 22-23 Salary Schedules and noted the removal of the high school stipend.

**9. ACTION ITEMS**

9.a. Element Education

- 1. Approval of 22-23 Calendar

MSC (Tweeten/Sinclair) to approve 22-23 Calendar. Motion passed (5-0)

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

**Nays:** None **Abstain:** None



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2. Approval of 23-24 Key Dates

MSC (Childers/Tweeten) to approve 23-24 Key Dates. Motion passed (5-0)

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

**Nays:** None **Abstain:** None

3. Reconsideration of Virtual Meetings for Element Education per AB 361

MSC (Rohrer/Tweeten) to move the next Board meeting to in-person at the Montiel Administrative Offices for Board members with virtual attendance for guests. Motion passed (5-0)

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

**Nays:** None **Abstain:** None

9.b. Community Montessori

1. Approval of Declaration of Need

MSC (Childers/Tweeten) to approve Declaration of Need for Community Montessori and Dimensions Collaborative School, Item 9.c.1. Motion passed (5-0)

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

**Nays:** None **Abstain:** None

9.c. Dimensions Collaborative School

1. Approval of Declaration of Need

Approved with Item 9.b.1.

2. Approval of Homeschool Manager Job Description

MSC (Sinclair/Childers) to approve Homeschool Manager. Motion passed (5-0)

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

**Nays:** None **Abstain:** None

3. Approval of Lease Amendment 4636

MSC (Tweeten/Sinclair) to approve Lease Amendment 4636 and Lease Amendment 4646. Motion passed (5-0)

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

**Nays:** None **Abstain:** None

4. Approval of Lease Amendment 4646

Approved with Item 9.c.3.



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**10. FUTURE AGENDA ITEMS**

- LCAP Public Hearing
- Salary Schedule Adoption
- Strategic Plan

**11. NEXT MEETING DATE - Regular Board Meeting**

Date: May 25, 2022  
Location: TBD  
Time: 1:00 PM Closed Meeting  
1:30 PM Public Meeting

**12. ADJOURNMENT**

**3:05 p.m.**

DocuSigned by: <i>Barbara Rolver</i> 05B6C40724E74BA...	Date	5/30/2022
DocuSigned by: <i>[Signature]</i> 819238B3AGD5424...	Date	6/15/2022