



Community Montessori & Dimensions Collaborative School

**MINUTES**

**Regular Board Meeting  
Element Education, Inc.  
May 26, 2021  
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 (CM) School Director  
Tony Drown, Dimensions Collaborative (DCS) School Director  
Paul Johnson, Director of Accountability  
Kiran Sihota, Director of Human Resources  
Doug Miller, Chief Business Officer  
Susan Michaels, Executive Assistant  
Lois Ingber, Behavioral Counselor  
Steve Ardis, Dimensions Collaborative Educational Facilitator  
Brandon Jones, Dimensions Collaborative Instructor**

**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

**1:00 p.m.**

Members present: Rohrer, Duran, Raymond, Tweeten

Members absent: Childers

Secretary: Novacek

Recording Secretary: Michaels

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

1.c. Adjourned to Closed Session

**2. CLOSED SESSION**

**3. PUBLIC SESSION**

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

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

3.c. Approval of Agenda.

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

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



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

#### 4. RECOGNITIONS AND PRESENTATIONS

4.a. Student Recognition: Mr. Drown recognized Parker Goodwin, Dimensions Collaborative School 12<sup>th</sup> grade student, for her outstanding artwork.

4.b. School Presentations: Ms. Novacek gave brief school update for May.

4.b.1 The Community Montessori Parent Advisory Council report was rescheduled for June meeting.

4.c. School Presentations: Mr. Drown reported there has been a very positive response to the proposed 21-22 elementary Waldorf program at the Broadway Learning Center, plans are underway for the July 12-August 5<sup>th</sup> Summer Support Program, and staff continues to host informational meetings in preparation for fall.

4.c.1 Ms. Nora Cabaong reported the Parent Advisory Council recently met and discussed the school budget, school-wide communication methods, and program development.

4.c.2 Mr. Ardis gave an update on the Dimensions Collaborative E-sports program.

4.c.3 Mr. Jones gave an update on the Dimensions Collaborative North County Robotics program.

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

5.a. Ms. Michaels read public comments submitted for Action Item 8.c.6. from the following Dimensions Collaborative School parents: Starlin Brooks and Susannah Juttner.

5.b. No comments from the Board.

#### 6. APPROVAL OF CONSENT ITEMS

6.a. Approval of Minutes of Regular Board Meeting on April 28, 2021

6.b. Ratification of Check Run for April 2021

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

**Ayes:** Ms. Rohrer, Ms. Raymond, Mr. Tweeten, Mr. Duran **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 Mary Lane Learning Center is scheduled to have stucco and wood replacement work done in July, remodeling (wall demo) for the Central San Diego Learning Center will begin June 1<sup>st</sup>, the Oak Hill Learning Center will have security fencing updates completed this Friday, and administrative staff is in the process of reconfiguring the resource center space at Montiel Learning Center.
3. Mr. Miller reported Vector USA cancelled the backup subscription instead of transferring it and staff has reset the subscription.




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7. b. Director of Human Resources Report

1. Ms. Sihota reported the following open positions: Community Montessori Learning Assistants for all regions, Student Support Assistants (SPED) for all regions, and three Dimensions Collaborative School Educational Facilitators (math, Waldorf, elementary).
2. Ms. Sihota reported the following professional development activity: the Behavioral Counselor attended the North American Society of Adlerian Psychology Conference, the Executive Assistant attended the SDCOE's Plan Your Parent Technology Meeting Workshop, and four Dimensions Educational Facilitators, the Executive Director, and a parent are working on developing Global Education Blueprint for School by My Education Group (MEG).

7. c. Executive Director Report

1. Ms. Novacek briefed the Board on the current status of AB 1316 and AB 593 and the overall impact on Element charter schools.
2. Ms. Novacek reported the *Element Is Everything* podcast is up and running with more than 525 downloads and the 12<sup>th</sup> episode will be released this week.
3. Ms. Novacek shared copies of the SDCOE Second Interim Reports with the Board and reported that both schools are in good standing.

**8. ACTION ITEMS**

8.a. Element Education

1. Approval of Revised Admissions and Enrollment Policy

MSC (Tweeten/Raymond) to approve Revised Admissions and Enrollment Policy. Motion passed (4-0)

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

2. Approval of Job Descriptions

- a. Speech Language Pathologist
- b. Special Education Compliance Coordinator

MSC (Rohrer/Duran) to approve Job Descriptions. Motion passed (4-0)

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

b. Community Montessori

1. Approval of Chromebook Purchase

MSC (Rohrer/Raymond) to approve Chromebook Purchase. Motion passed (4-0)

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

2. Approval of Expanded Learning Opportunities Grant Plan

MSC (Rohrer/Duran) to approve Expanded Learning Opportunities Grant Plan. Motion passed (4-0)

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

3. Approval of Education Protection Account Resolution

MSC (Duran/Raymond) to approve Education Protection Account Resolution. Motion passed (4-0)

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

c. Dimensions Collaborative

1. Approval of Chromebook Purchase

MSC (Rohrer/Tweeten) to approve Chromebook Purchase. Motion passed (4-0)

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



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**2. Approval of Expanded Learning Opportunities Grant Plan**

MSC (Rohrer/Raymond) to approve Expanded Learning Opportunities Grant Plan. Motion passed (4-0)

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

**3. Approval of Education Protection Account Resolution**

MSC (Tweeten/Raymond) to approve Education Protection Account Resolution. Motion passed (4-0)

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

**4. Approval of Instructional Material Disposal List**

MSC (Rohrer/Tweeten) to approve Instructional Material Disposal List. Motion passed (4-0)

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

**5. Approval of Educational Facilitator (Waldorf) Job Description**

MSC (Rohrer/Tweeten) to approve Educational Facilitator (Waldorf) Job Description. Motion passed (4-0)

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

**6. Approval of Out of County Enrollment**

MSC (Rohrer/Duran) to approve ending Out of County Enrollment. Motion passed (4-0)

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

**9. PUBLIC HEARING: Local Control and Accountability Plan Community Montessori**

Board President Rohrer opened the public hearing at 2:54 p.m. Mr. Johnson, Director of Accountability, provided background. There was no public comment. Board President Rohrer closed the public hearing at 2:57 p.m.

**10. PUBLIC HEARING: Local Control and Accountability Plan Dimensions Collaborative School**

Board President Rohrer opened the public hearing at 2:58 p.m. Mr. Johnson, Director of Accountability, provided background. There was no public comment. Board President Rohrer closed the public hearing at 3:01 p.m.

**11. FUTURE AGENDA ITEMS**

- LCAP approval
- Executive Director Professional Reflections and Contract
- Key Dates 2022-23

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

Date: June 30, 2021  
Location: Virtual  
Time: 1:00 PM Closed Meeting  
1:30 PM Public Meeting



Community Montessori & Dimensions Collaborative School

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**13. ADJOURNMENT**

**3:04 p.m.**

DocuSigned by:  
*Barbara Roliver*  
0586049724E1E8A... Date: 7/1/2021

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**Board President**

DocuSigned by:  
*[Signature]*  
01923883A6D5424... Date: 7/1/2021

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**Board Secretary**

*FULLY SIGNED*