

# California Montessori Project

## Minutes of the Regular meeting of the Governing Board

### May 13, 2019; CMP-American River

#### Meeting Information

- **Date:** Monday, May 13, 2019
- **Time:** 6:30 p.m.
- **Meeting Place:** CMP-American River,
- **Emergency Contact:** Gary Bowman at (916) 204-0271

#### Agenda

##### Meeting Call to Order and Roll Call: 6:37 p.m.

| Board Member Names and Titles for Roll Call |   |   |   |
|---|---|---|---|
| x   | Rob Henderson - Business Representative     | x | Maggie Carmona - Parent Representative – San Juan           |
| x   | Dave Nelson - Business Representative       |   | Christopher Clark - Parent Representative – Capitol         |
| x   | Jenny Savakus - Community Representative    | x | Scott Porter - Parent Representative – Elk Grove            |
|   | Tamika L'Ecluse - Montessori Representative | x | Jennifer Rezentes – Parent Representative – Shingle Springs |

#### Communication from the Public

- **Public Comment:** None.

#### Consent Items

1. **Minutes from the Governing Board Meeting of April 8, 2019** (Attachment #1)
2. **2019-2020 Governing Board Meeting Calendar** (Attachment #2)
  - Jennifer Rezentes made a motion to approve the Consent Agenda. Dave Nelson seconded the motion. Voice vote taken: 6-ayes, 0-noes, motion carries.

Let the minutes reflect Tamika joined the meeting at 6:40 p.m.

#### Informational Items:

1. **Campus Reports:** Board members reviewed campus reports as submitted. CMP-American River Principal Julie Miller shared a video of “Montessori” on the American River Campus. This video will be used as a marketing/recruiting tool, and will be incorporated into campus tours. CMP-AR students and staff shared their experiences at this year’s Nature Bowl, including an ‘enviromercial’ on Styrofoam lunch trays vs. plastic reusable trays. Julie also provided an update on the Prop 51 renovation grant with work beginning in the 2019-2020 school year.
2. **Public Acknowledgement:** CMP-American River Principal Julie Miller recognized Middle School Teacher/Dean of Students Sara Meece for her exceptional service to the CMP Community and Librarian Caryn Ballard for her outstanding efforts on behalf of the school library. Gary recognized Principals Kathleen Merz and Bernie Evangelista for their participation in the Equity Institute sponsored by ACSA. Gary also recognized Stephanie Garrettson and Principal Kim Zawilski for their successful work on the CMP-SS Charter Renewal.
3. **Personnel Update:** Tess Brown, Human Resources Director, provided a personnel update.
4. **General Report from the CMP Superintendent/Executive Director:** Executive Director Gary Bowman shared the passing of two valued members of the CMP Community. Gary also provided updates on CMP

Facilities projects emphasizing the playground/shade structures project at CMP-EG@Bradshaw and the collaborative Prop 51 award with SJUSD for CMP-Orangevale.

- 5. Local Control Accountability Plan (LCAP) Update:** Laurien Spiller and Gary Bowman shared the LCAP stakeholder input process with parents, students, and staff throughout the CMP Network. The meetings included discussions related to CMPs Mission and Vision statements. The community also shared suggested areas of improvement, as well as affirmation, for things of nutrition, facilities, playground, gardens, counselors, small class size, playground equipment, and teacher retention.

#### Action Items

- 1. Shingle Springs Charter Renewal Document (Attachment #9)**
  - Jennifer Rezendes made a motion to approve the CMP Shingle Springs Charter Renewal Document. Tamika L'Ecluse seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.
- 2. Board to Ratify CMP/SJUSD Amendment to Lease Agreement for Littlejohn (American River) Campus (Attachment #10)**
  - Scott Porter made a motion to ratify CMP/SJUSD Amendment to Lease Agreement for Littlejohn (American River) Campus and Coleman Campus (Orangevale) as amended. Jenny Savakus seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### Closed Session

- "Public Employment: Executive Director"**
- "CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Section 54956.9); OAH Case No. 2019010425

#### Open Session Information/Action Agenda Items:

- 1. Board Approval/Ratification of Compensation Comparability Study for Executive Director Position (Attachment #11)**

The California Nonprofit Integrity Act of 2004 mandates that the Board of Directors ("Board") review comparable executive compensation packages for educational executives (Superintendent, Executive Director, Head of School, or equivalent) upon any of the following events: (1) initially upon hiring the educational executive; or (2) whenever the executive's term of employment is renewed or extended; or (3) whenever the executive's compensation is modified, unless the modification extends to substantially all employees in the organization (see Government Code §12586(g)).

In connection with the Board's review of the CMP Executive Director/Superintendent's employment agreement, the Board must meet this due diligence requirement by reviewing and adopting a comparability study.

This review is essential in order to protect CMP (as a corporation) and the Board from IRS sanctions for "excess benefit transactions" and to establish a rebuttable presumption that the executive's compensation is reasonable. Thus, the Board must meet the criteria set out by the IRS for conducting this review prior to any of the above changes in employment occurring. This review must occur without the participation of any individuals who possesses a conflict of interest. Under the IRS regulations, any employees under the supervision of the Executive Director/Superintendent are automatically conflicted and must recuse themselves from any participation whatsoever in any aspect of this process.

Accordingly, a compensation comparability study has been produced for the Board's review.

#### **BOARD CHAIR'S RECOMMENDATION:**

Based upon the above requirements, it is my recommendation that the Board review and accept the staff report reflecting comparable compensation.

- Dave Nelson made a motion to approve/ratify the Compensation Comparability Study for the Executive Director Position. Tamika L'Ecluse seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

## **2. Board Chair: Required Oral Report Regarding Executive Director Contract**

As to the next item regarding approval of the Executive Director/Superintendent's employment contract, I am required by law to indicate, prior to any vote on the contract, that the Director/Superintendent's contract provides the following:

- The contract is a three (3) year (2019-2022) agreement requiring 250 workdays per year and provides a base annual salary of \$225,000 in year one, \$235,000 in year two and \$245,000 in year three.
- The contract also provides for up to \$10,000 for all documented actual and necessary moving/relocation expenses.
- Ten (10) sick days.
- Term life insurance policy providing of \$250,000.
- Reimbursement for health benefit premiums up to \$12,000 per year.

I would also note that the annual salary is wholly in keeping with the compensation comparability study the Board has received.

I am pleased to recommend approval of this contract and call for a vote on it.

## **3. Board Ratification/Approval of Executive Director Contract**

- Tamika L'Ecluse moved to approve the new Director/Superintendent's contract effective July 1, 2019 thru June 30, 2022. Jennifer Rezendes seconded the motion.
- Roll Call Vote:
  - Rob Henderson: aye
  - Dave Nelson: aye
  - Jenny Savakus: aye
  - Tamika L'Ecluse: aye
  - Maggie Carmona: aye
  - Scott Porter: aye
  - Jennifer Rezendes: aye
- The motion carries.

**Discussion Items:** Suggested Items for Discussion at Future Meetings presented by Board Members: None

### **Meeting Adjournment 8:02**

- Next Governing Board Meeting: Monday, June 3, 2019; 6:30 p.m. CMP-Central Admin; Gibbons Room
  - Dave Nelson made a motion to adjourn the May 13, 2019 regular meeting of the CMP-Governing Board. Tamika L'Ecluse seconded the motion. Voice vote taken: 7-ayes, 0 noes. Motion carries.

### **PUBLIC NOTICES**

This agenda was posted at least 72 hours in advance of the meeting at the Central Administration Office of the California Montessori Project, 5330-A Gibbons Rd, Suite 700, Carmichael, CA 95608 and at each of the California Montessori Projects campuses.

Any public records relating to an agenda item for open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at CMP-Central Administration 5330 Gibbons Drive, Suite 750, California 95608.

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