

# California Montessori Project

## Regular meeting of the Governing Board

### August 12, 2019; CMP-Central Admin

#### Meeting Information

- **Date:** Monday, August 12, 2019
- **Time:** 6:30 p.m.
- **Meeting Place:** CMP-Central Admin, Gibbons Room
- **Emergency Contact:** Gary Bowman at (916) 204-0271

#### Agenda

##### Meeting Call to Order and Roll Call:

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

#### Communication from the Public

- **Public Comment:** This portion of the meeting is set aside for members of the audience to address the Governing Board regarding matters not on the Agenda but within the Governing Board's subject matter jurisdiction. These presentations are limited to three (3) minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. In regards to items which are on the agenda, you will have up to five (5) minutes to speak. The Governing Board is not allowed to take action on any item which is not on the agenda, except as authorized by Government Code Section 54954.2.

#### Consent Items

All matters listed on the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Agenda. If items are pulled for discussion, a separate vote will occur on the item(s). The Superintendent and staff recommend approval of all Consent Agenda items.

1. **Minutes from the Governing Board Meeting of June 3, 2019** (Attachment #1, #1a)
2. **The 2018 – 2019 CMP-San Juan LCAP (Local Control Accountability Plan)** (Attachment #2)
3. **The 2018 – 2019 CMP-Capitol LCAP (Local Control Accountability Plan)** (Attachment #3)
4. **The 2018 – 2019 CMP-Elk Grove LCAP (Local Control Accountability Plan)** (Attachment #4)
5. **The 2018 – 2019 CMP-Shingle Springs LCAP (Local Control Accountability Plan)** (Attachment #5)
6. **Change of Signatory from Gary Bowman to Brett Barley for SAB-OPSC Facilities/Funding Agreements** (Attachment #6)

#### Informational Items:

1. **Campus Reports:** An opportunity for the site Principal to share Site-specific information, which may include site configurations, enrollment numbers, wait list, events and new developments (Attachments #7, #8, #9, #10, #11, #12).
2. **Public Acknowledgement:** This portion of the meeting is set aside to acknowledge outstanding members of the CMP Community for their extraordinary contributions to the California Montessori Project.

3. **Personnel Update:** Staffing Update/Staff Orientations: Tess Brown, Human Resources Director
4. **Nutritional Program Update:** Sherry Butler
5. **Technology Update:** Sarah Templeton
6. **SB 126 Meeting Requirements:** 'Satellite Hosting': Brett Barley, Executive Director
7. **General Report from the CMP Superintendent:** Topics may include school program, special education, curriculum/instruction, budget, facilities, finance/fiscal, Human Resources, staff development, legal, legislative, technology, and other categories pertaining to the daily operations of CMP.
8. **2019 – 2020 Budget Overview:** Brett Barley & Joanne Fountain (DMS)

## Action Items

1. **Election of Board Officers: Board to Elect the Chair of the Governing Board**
  - a. **Comment:** Per CMP Policy, the Governing Board will elect the Chairperson at the first meeting of each fiscal year.
  - b. **Recommendation:** Members of the Governing Board are requested to elect a Chairperson.
2. **Election of Board Officers: Board to Elect the Vice-President of the Governing Board**
  - a. **Comment:** Per CMP Policy, the Governing Board will elect the Vice President at the first meeting of each fiscal year.
  - b. **Recommendation:** Members of the Governing Board are requested to elect a Vice President.
3. **Election of Board Officers: Board to Elect the Treasurer of the Governing Board**
  - a. **Comment:** Per CMP Policy, the Governing Board will elect the Treasurer at the first meeting of each fiscal year.
  - b. **Recommendation:** Members of the Governing Board are requested to elect a Treasurer.
4. **Selection of Audit Committee**
  - a. **Comment:** Per CMP Policy, the Governing Board will select an Audit Committee to assist the Executive Director in reviewing Audit drafts and related communications.
  - b. **Recommendation:** Members of the Governing Board are requested to select an Audit Committee.
5. **Board to Approve the Updated 2019-2020 Budget for CMP-San Juan Campuses (Attachment #13)**
  - a. **Comment:** The Executive Director has worked closely with the CMP Budget Team and DMS to provide an accurate 2019-2020 Budget, with revisions, as appropriate, to the current Board-approved 2019-2020 Budget.
  - b. **Recommendation:** The Board is requested to approve the updated 2019-2020 Budget for CMP-San Juan Campuses.
6. **Board to Approve the Updated 2019-2020 Budget for CMP-Capitol Campus (Attachment #14)**
  - a. **Comment:** The Executive Director has worked closely with the CMP Budget Team and DMS to provide an accurate 2019-2020 Budget, with revisions, as appropriate, to the current Board-approved 2019-2020 Budget.
  - b. **Recommendation:** The Board is requested to approve the updated 2019-2020 Budget for CMP-Capitol Campus.

- 7. Board to Approve the Updated 2019-2020 Budget for CMP-Elk Grove Campus (Attachment #15)**
  - a. Comment:** The Executive Director has worked closely with the CMP Budget Team and DMS to provide an accurate 2019-2020 Budget, with revisions, as appropriate, to the current Board-approved 2019-2020 Budget.
  - b. Recommendation:** The Board is requested to approve the updated 2019-2020 Budget for CMP-Elk Grove Campus.
  
- 8. Board to Approve the Updated 2019-2020 Budget for CMP-Shingle Spring Campus (Attachment #16)**
  - a. Comment:** The Executive Director has worked closely with the CMP Budget Team and DMS to provide an accurate 2019-2020 Budget, with revisions, as appropriate, to the current Board-approved 2019-2020 Budget.
  - b. Recommendation:** The Board is requested to approve the updated 2019-2020 Budget for CMP-Shingle Springs Campus.
  
- 9. Annual Approval of Authorization of twenty-six (26) CMP Staff Members as Confidential Designees for Matters Relative to Free and Reduced Lunch Data Collection**
  1. Executive Director: Brett Barley
  2. Director of Program: Mickey Slamkowski
  3. Director of Data Management: Mary Percoski
  4. Director of Operations: James Hartley
  5. Student Services Coordinator: Sherry Butler
  6. Data Systems Analyst, Student Information Services: Heather Stanley
  7. Testing Coordinator: Sara Meece
  8. Administrative Assistant: Teri Groves
  9. CMP-American River Principal: Julie Miller
  10. CMP-Capitol Principal: Bernie Evangelista
  11. CMP-Carmichael Principal: Laurien Spiller
  12. CMP-Elk Grove Principal: Kathleen Merz
  13. CMP-Shingle Springs Principal: Kim Zawilski
  14. CMP-Orangevale Principal: Maria Ostendorf
  15. CMP-American River Dean: Jenie Tice
  16. CMP-Capitol Dean: Shannon Schmidt
  17. CMP-Carmichael Dean: Richard Stanley
  18. CMP-Carmichael Dean: Rebecca Marsolais
  19. CMP-Elk Grove Dean: Lisa Coker
  20. CMP-Elk Grove Administrator on Duty: Kim Aldridge
  21. CMP-Shingle Springs Dean: Cherie Cooney
  22. CMP-Shingle Springs Dean: Kris Rogers
  23. CMP-Orangevale Dean: Teci Jarnagin
  24. AA Designee at CMP-Elk Grove @ Elk Grove Blvd: Maria Pavich
  25. AA Designee at CMP-Elk Grove @ Bradshaw: Dannette Dakis
  26. AA Designee at CMP-Shingle Springs: Kaylee Meinz

**10. Approval of Authorization of two (2) CMP Staff Members as Custodian of Records for Department of Justice Live Scans and Information**

- a. **Comment:** Office Coordinator, Carrie Klagenberg, is the primary Custodian of Records for CMP in regards to the Department of Justice Live Scans and Information. The Executive Director is seeking additional approval to add Tess Brown, Director of HR and Gina Castellino, HR Assistant as additional Custodian of Records for the Department of Justice Live Scans and Information.
- b. **Recommendation:** The Board is requested to approve HR Director Tess Brown and HR Assistant Gina Castellino as authorized Custodian of Records.

**11. Revision to the May Governing Board Minutes regarding: “Board Ratification/Approval of Executive Director Contract” (Attachment #17)**

- a. **Comment:** The May minutes should reflect the approval of Brett Barley, by name, as the new Executive Director, as stated in open session at the meeting.
- b. **Recommendation:** The Board is requested to approve the amended May Minutes of the CMP-Governing Board to include the name of new Executive Director, Brett Barley.

**12. Updated Board Meeting Calendar (Attachment #18)**

- a. **Comment:** The 2019-2020 Governing Board Meeting Schedule has been updated to reflect new locations of the September and December Meetings.
- b. **Recommendation:** The Board is requested to approve the updated 2019-2020 Governing Board Meeting Schedule.

**13. Resolution 2019-2020.1 (Attachment #19)**

- a. **Comment:** Resolution No. 2019-2020.1 Authorizing Brett Barley as the Representative to the State Allocation Board / Office of Public School Construction and the Filing of Applications for Funding under the State School Facility Programs.
- b. **Recommendation:** The Board is requested to approve Resolution 2019-2020.1.

**14. Speech Language Pathologist Pay Scale (Attachment #20)**

- a. **Comment:** The Executive Director has worked closely with CMP’s Directors of Human Resources and Special Education to create a competitive pay scale for Speech and Language Pathologists.
- b. **Recommendation:** The Board is requested to approve the Speech and Language Pathologist Pay Scale as presented.

**15. Substitute, Interim & Flat-Rate Pay Rates (Attachment #21)**

- a. **Comment:** The Executive Director is proposing the sub rate sheet be amended to eliminate the noted “hourly” rate of \$20. The new sub rate sheet will indicate that subs will be hired as either a ½-day sub (\$70 for the ½-day assignment) or a full day sub (\$140 for the day). It is CMP’s intention to honor and support our valued guest educators in all manners possible; by amending our previous practice of paying our guest educators by the hour, our ability to continue to attract and retain substitutes will increase substantially because we will be offering rates commensurate to neighboring districts. The elimination of “hourly pay” will elevate CMP to an even more attractive status to our guest educators/potential guest educators.

Potential fiscal impact: Negligible to minimal as it is a fairly rare circumstance that a sub only accepts a short term assignment (e.g.: 2 hours).

- b. **Recommendation:** The Board is requested to approve the Speech and Language Pathologist Pay Scale as presented.

**16. Board to ratify the revised SJUSD/CMP-SJ MOU effective July 1, 2019 through June 30, 2021 (Attachment #22)**

- a. **Comment:** SJUSD has revised the 2016-2021 MOU between SJUSD and CMP-SJ to reflect changes in section II. A. Administrative Services: Costs of Supervisorial Oversight. This revision would result in nominal, if any, adverse fiscal impact on CMP.
- b. **Recommendation:** The Executive Director recommends the Board ratify the agreement, effective July 1, 2019 through June 30, 2021.

**17. Board to approve engagement of Clifton, Larson & Allen (CLA) to audit CMP's Finances for the year ending June 30, 2019 (Attachment #23)**

- a. **Comment:** CLA is a state-approved auditing firm, and has, historically, provided exceptional service to CMP.
- b. **Recommendation:** The Board is requested to approve Engagement Letter between CMP and CLA for the year ending June 30, 2019.

**18. Board to ratify SCOE/CMP MOU regarding CMP participation at Sly Park Environmental Education Center (Attachment #24)**

- a. **Comment:** This MOU is a requirement for CMP's student participation at Sly Park Environmental Education Center.
- b. **Recommendation:** The Board is requested to ratify the SCOE/CMP MOU for the 2019-2020 School Year.

**19. Uniform Complaint Policy (Attachment #25)**

- a. **Comment:** We have amended the CMP Uniform Complaint Policy and Procedures to include changes in the law to include complaints regarding military and migrant immigration status.
- b. **Recommendation:** The Board is requested to approve the amended CMP Uniform Complaint Policy and Procedure as presented.

**20. Family/Parent Community Partnership Procedures (Attachment #26)**

- a. **Comment:** We are amending the Family/School Community Partnership Procedures to define the term Parent/Guardian Volunteer.
- b. **Recommendation:** The Board is requested to approve the amended Family/School Community Partnership Procedures.

**21. Board approval of 'TCI Science Program' as CMP's NGSS-based Middle School Science Curriculum**

- a. **Comment:** CMP-SS Dean of Students Kris Rogers shared in June the network recommendation of the Middle School Science Adoption Committee for TCI Science. The program begins with Physical Science in 2019/2020 and Life Science in 2020/2021. \$46,000 has been set aside for the purchase of this network-wide program.
- b. **Recommendation:** The Board is requested to approve the adoption and purchase of the TCI Science Curriculum for the CMP Middle School program.

**Discussion Items:** Suggested Items for Discussion at Future Meetings presented by Board Members

- SB 126: Teacher Advisory Roll
- Board Retreat Topics (including legal presentations re: Brown Act, Board Roles and Responsibilities, and Board response to SB 126)

**Meeting Adjournment**

- Next Governing Board Meeting: Monday, September 9, 2019; 6:30 p.m. CMP-Elk Grove @ Bradshaw

**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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