

# California Montessori Project

## Minutes of the Regular meeting of the Governing Board

### September 12, 2022

#### Meeting Information

- **Date:** Monday, September 12, 2022
- **Time:** 6:00 p.m.
- **Location:** CMP-Carmichael, 5325 Engle Road, Ste 200, Pacific Room, Carmichael, CA 95608
- **Remote Locations**
  - **CMP-American River:** 6838 Kermit Lane, Fair Oaks, CA 95628
  - **CMP-Capitol:** 2635 Chestnut Hill Drive, Sacramento, CA 95826
  - **CMP-Elk Grove @ Bradshaw:** 9649 Bradshaw Road, CA 95624
  - **CMP-Elk Grove @ Elk Grove Blvd:** 8828 Elk Grove Blvd, Suite 4, CA 95624
  - **CMP-Shingle Springs:** 4709 Buckeye Road, Shingle Springs, CA 95682
  - **CMP-Orangevale:** 6545 Beech Avenue, Orangevale, CA 95662
- **Zoom link:**
- <https://us02web.zoom.us/j/84728078918?pwd=rRFA62yGesmxiCqblXqJV3Q0Y14sSR.1>  
Passcode: n1gJpf
- One tap mobile: US: 1 (669) 900-6833, 1 (253) 215-8782  
Telephone: 1 (669) 900-6833, 1 (253) 215 8782, 1 (346) 248-7799, 1 (312) 626-6799, 1 (646) 558-8656  
Webinar ID: 829 7134 1078; Passcode: 482573  
International numbers available: <https://us02web.zoom.us/j/84728078918?pwd=rRFA62yGesmxiCqblXqJV3Q0Y14sSR.1>
- **Emergency Contact:** Brett Barley (408) 489-3906 or Carrie Klagenberg (916) 971-2432 ext. 100

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The CMP Governing Board currently conducts in-person Governing Board Meetings from the CMP-Carmichael Campus in the Pacific Room with an opportunity to join via Zoom at any of the CMP School Sites allowing for stakeholders to attend, and provide public comment, from their local campus. Each site will have two representatives (campus monitors) hosting the site meeting space. Upon arrival at your local campus, please look for signs directing you to the meeting room.

In alignment with CDPH Guidelines masking is strongly recommended.

Stakeholders may also join via Zoom from any alternate location and provide live public comment from that location.

If you are attending at one of the physical locations and have a public comment, please fill out the [Speaker Card](#) and hand it to your campus monitor, or Board Secretary. If you are attending from any alternate location and have public comment, please submit public comment through the Google Form here: [Request to Address the Governing Board](#). Both forms can also be located on the Governing Board Page of the [CMP Website](#).

If you wish to submit a public comment on more than one agenda item, please submit a separate form for each item on which you are commenting. Note, speaker cards can be submitted up until an item has a motion made on it. Speakers will be called to the microphone by campus and via Zoom per agenda item.

All public comments will be limited to three (3) minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. Under the Ralph M. Brown Act, the Board is unable to respond to any individual comments or questions regarding items not on the agenda; however, the Board listens carefully to, and reads, all public comments and appreciates community input and participation. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

Under the Ralph M. Brown Act, the Board is unable to respond to any individual comments or questions regarding items not on the agenda; however, the Board listens carefully to all public comments and appreciates community input and participation.

**Access to Board Materials:** A copy of the written materials, which will be submitted to the Board, may be reviewed by any interested persons on the California Montessori Project's website along with this agenda, following the posting of the agenda at least 72 hours in advance of this meeting.

**Disability Access:** Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (916) 971-2432 ext. 100. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

## Agenda

### Meeting Call to Order and Roll Call: 6:00pm

Board Member Names and Titles for Roll Call			
	Open - Business Representative 1	x	Renée Dall - Parent Representative, San Juan
	Open - Business Representative 2		Marwa Helmy - Parent Representative, Capitol
x	Tracey Weinstein - Charter Representative	x	Ric Reyes - Parent Representative, Elk Grove
x	Mickey Slamkowski - Montessori Representative	x	Jodi Mottashed - Parent Representative, Shingle Springs
x	Amber Busby - Community Representative		

### Communication from the Public: 6:05pm

- **Public Comment:** None.

### Consent Items: 6:03 pm

1. **Minutes from the Regular Governing Board Meeting of August 8, 2022** (Attachment #1)
2. **Pay Scale: Substitute Rate Sheet** (Attachment #2)
3. **Pay Scale: School Psychologist Intern Rate Sheet** (Attachment #3)

Consent item #2 was pulled by Board Member Dall and placed under Action Items.

Renée Dall made a motion to approve the remainder of the Consent Agenda. Mickey Slamkowski seconded the motion. Voice vote taken: 6-ayes, 0-noes. Motion carries.

### Informational Items: 6:04 pm

1. **Campus Reports:** Board members reviewed Campus Reports as submitted. Principal Rebecca Marsolais recognized EGUSD Food Services for partnering with CMP-EG to provide universal meals for all their students. Ms. Tiphani and Ms. Danielle were recognized for their outstanding service to Club M.

In addition, Principal Marsolais highlighted her campus enrollment, August in-service activities, classrooms, Club M and the Extended Learning Opportunity Program, as well as ways for parents to connect with each other and the campus, and future events at CMP-EG.

Let the minute reflect Marwa Helmy joined the meeting at 6:15pm

2. **Measure G:** Board members heard from Advisory Board Chair Joyce Carroll regarding Measure G which is coming up on the November ballot. Measure G is a general obligation bond which supports Carmichael Recreation and Park District. CRPD is looking to fund safety, restrooms, handicap accessibility, park amenities, and more. The CMP-Carmichael Campus leased facility would be included in the renovations funded by Measure G.
3. **Public Acknowledgement:** Superintendent Barley recognized the AMS Reaccreditation Committee, Board Secretary Carrie Klagenberg for her role in prepping the new Board meeting space, and the HR Team for their work to fill CMP's open positions.
4. **General Report from the CMP Superintendent:** Superintendent Barley provided the Board with highlights from CMP's first Super-Duper Saturday, information on the upcoming High School Information Fair for CMP's Middle Schoolers, ABC (Acceptance, Belonging and Care) Books at CMP-AR, Peace assemblies across the network, beginning of year field trips and fun, along with athletics and meal programs. Superintendent Barley also covered CMP's extreme weather guidelines and air quality policies, Classified and Early Educator Grants that CMP has been approved for, enrollment dates and a Montessori Project Foundation meeting update.

5. **Food Program Updates:** Director of Operations Joanne Ahola provided the Board with a Food Program update highlighting meal counts at each campus as well as highlights at each site around the program. One in particular, the garbology program at CMP-SS and sorting out the food wastes which CMP is looking to implement at all the sites in Sacramento County.
6. **Business Representatives Search Update:** Community Representative Amber Busby provided the Board with a Business Representatives search update and stated the interviews are going well and the committee hopes to recommend for seating at the October meeting.
7. **Monthly Financial Update** (Attachment #10): Board Members reviewed the financial update as presented by Sabrina Silver of EdTec.

**Action Items: 8:10pm**

1. **Consideration of the 2021-2022 California Montessori Project – Capitol Unaudited Actuals** (Attachment #11)
  - **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project – Capitol, subject to review and adjustments by the auditors.
  - **Recommendation:** The CMP Governing Board is requested to approve the 2021-2022 California Montessori Project – Capitol Unaudited Actuals.

Marwa Helmy made a motion to approve the 2021-2022 CMP-Capitol Unaudited Actuals.  
Jodi Mottashed seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

2. **Consideration of the 2021-2022 California Montessori Project – Elk Grove Unaudited Actuals** (Attachment #12)
  - **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project–Elk Grove, subject to review and adjustments by the auditors.
  - **Recommendation:** The CMP Governing Board is requested to approve the 2021 - 2022 California Montessori Project – Elk Grove Unaudited Actuals.

Ric Reyes made a motion to approve the 2021-2022 CMP-Elk Grove Unaudited Actuals.  
Amber Busby seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

3. **Consideration of the 2021-2022 California Montessori Project – San Juan Unaudited Actuals** (Attachment #13)
  - **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project–San Juan, subject to review and adjustments by the auditors.
  - **Recommendation:** The CMP Governing Board is requested to approve the 2021 - 2022 California Montessori Project – San Juan Unaudited Actuals.

Renée Dall made a motion to approve the 2021-2022 CMP-San Juan Unaudited Actuals.  
Ric Reyes seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**4. Consideration of the 2021-2022 California Montessori Project – Shingle Springs Unaudited Actuals** (Attachment #14)

- **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project – Shingle Springs, subject to review and adjustments by the auditors.
- **Recommendation:** The CMP Governing Board is requested to approve the 2021 - 2022 California Montessori Project – Shingle Springs Unaudited Actuals.

Jodi Mottashed made a motion to approve the 2021-2022 CMP-Shingle Springs Unaudited Actuals. Marwa Helmy seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**5. 2022-2023 Instructional Minutes** (Attachment # 15)

- **Comment:** CMP now offers lunch and breakfast programs at each of its sites. As a result, CMP needs to add 15 minutes on minimum days to allow students time to eat lunch before they are dismissed at the Elk Grove and Shingle Springs Campuses.
- **Recommendation:** The Board is requested to approve the updated 2022-2023 Instructional Minutes as presented.

Marwa Helmy made a motion to approve the 2022-2023 Instructional Minutes. Jodi Mottashed seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**6. CMP Personnel Handbook** (Attachment #16)

- **Comment:** The Central Admin Operations Team, along with campus leadership updated the Personnel Handbook in alignment with new legislation, CMP policy and best practices.
- **Recommendation:** The Board is requested to approve the personnel handbook as presented.

Renée Dall made a motion to approve the Personnel Handbook with amendments to make clarifying non-technical changes, edits to bring parity to different FMLA leaves, and striking Section 14 related to Arbitration. Amber seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**7. Approval of Update to CMP Bylaws** (Attachment #17)

- **Comment:** Consideration and approval of revision of Bylaws.
- **Recommendation:** The Board is requested to approve the revised Bylaws.

Chairperson Weinstein pulled the CMP Bylaws.

**8. Independent Study Policy** (Attachment #18)

- **Comment:** CMP's Independent Study Policy has been updated in accordance with recently enacted legislative changes to Independent Study.
- **Recommendation:** The Board is requested to approve the updated Independent Study Policy as presented.

Jodi Mottashed made a motion to approve the Independent Study Policy as presented. Marwa Helmy seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**9. Human Resource Analyst & Credential Auditor Pay Scale** (Attachment #19)

- **Comment:** The Human Resources Team is currently staffed by two Human Resource Specialists. One of these team members has expanded their job responsibilities to now include credentialing and permit expertise to ensure CMP is in compliance requirements for all credentialed staff. After a review of our local school districts, it became clear they have a specific title and pay

scale for this role, most often called "Human Resources Analysts and Credential Auditors", and are paid as salary-exempt employees.

- **Recommendation:** The Board is requested to approve the Human Resources & Credentialing Auditor Pay Scale.

Marwa Helmy made a motion to approve the Human Resource Analyst & Credential Auditor Pay Scale as presented. Amber Busby seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### **10. Pay Scale: Substitute Rate Sheet (Attachment #2)**

The Substitute Rate Sheet was pulled from the consent agenda for discussion.

Jodi Mottashed made a motion to approve the Substitute Rate Sheet as presented. Renée Dall seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### **11. Election of President of the Governing Board**

- **Comment:** CMP received clarity that the President of the Governing Board should be elected annually.
- **Recommendation:** Members of the Governing Board are requested to elect Superintendent Brett Barley as President of the Board which is consistent with historical practice.

Jodi Mottashed made a motion to approve Brett Barley as President of the CMP-Governing Board.

Mickey Slamkowski seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### **12. Election of Secretary of the Governing Board**

- **Comment:** CMP received clarity that the Secretary of the Governing Board should be elected annually.
- **Recommendation:** Members of the Governing Board are requested to elect Carrie Klagenberg as Secretary of the Board which is consistent with historical practice.

Renée Dall made a motion to approve Carrie Klagenberg as Secretary of the CMP-Governing Board.

Amber Busby seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### **13. Election of Treasurer of the Governing Board**

- **Comment:** CMP received clarity that the Treasurer of the Governing Board should be elected annually and can be a CMP employee.
- **Recommendation:** Members of the Governing Board are requested to elect Joanne Ahola as Treasurer of the Board as her job responsibilities align with the responsibilities of the Treasurer role.

Rick Reyes made a motion to approve Joanne Ahola as Chief Financial Officer of the CMP-Governing Board to be consistent with current bylaw language. Renée Dall seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**Discussion Items:** The Board discussed establishing the Superintendent Survey Committee, revisiting the Board Bylaws, revisiting the arbitration section of the Personnel Handbook with YM&C, teacher compensation, engaging the Teacher Advisors to the Board, campus report layout, a potential visit to Cottage Elementary, and new board member onboarding.

**Meeting Adjournment: 9:45pm**

- **Recommendation:** The Board is requested to approve the adjournment of the September 12, 2022 regular Meeting of the California Montessori Project Governing Board.

Jodi Mottashed made a motion to adjourn the September 12, 2022 regular meeting of the Governing Board. Ric Reyes seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**Upcoming Governing Board Meetings:**

- **2022-2023 School Year:** 10/10/22 (SS Hosting); 11/5/22 (Retreat); 12/12/22 (AR Hosting); 1/9/23 (OR Hosting); 2/13/23; 3/13/23 (CAR Hosting); 4/17/23; 5/8/23 (CAP Hosting); 6/12/23

**Public Notices**

A video or audio tape recording may be made at any Board meeting. A recording is being made at the beginning of the meeting, and the recorder shall be placed in plain view of all persons present, insofar as possible.