

# California Montessori Project

## Minutes of the Regular meeting of the Governing Board

### October 10, 2022

#### Meeting Information

- **Date:** Monday, October 10, 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/85712961739?pwd=7bhznKWMLi021b7SvlgQTfcw4clxCb.1> Passcode: X3S8Gt
- One tap mobile: US: 1 (669) 900-6833,  
Telephone: 1 (669) 900-6833, 1 (253) 215 8782, 1 (346) 248-7799, 1 (312) 626-6799, 1 (646) 558-8656  
Webinar ID: 85791296 1739; Passcode: 740964  
International numbers available: <https://us02web.zoom.us/j/85712961739?pwd=7bhznKWMLi021b7SvlgQTfcw4clxCb.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	x	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:** The Board heard public comment from the following stakeholder/s:
  - David Achimore, Capitol Campus, inquiry into LCFF funds
  - Alex Huth, Capitol Campus, was called but not in the audience. His public comment was forwarded to the board.

### Consent Items: 6:07pm

1. **Minutes from the Regular Governing Board Meeting of September 12, 2022** (Attachment #1)
2. **Pay Scale: Office Manager Pay Scale** (Attachment #2)
3. **EDCOE Certification of Signatures** (Attachment #3)

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

Board Member Mottashed made a motion to approve the Consent Agenda. Board Member Slamkowski seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

### Informational Items: 6:10pm

1. **Campus Reports:** Board members reviewed Campus Reports as submitted.  
CMP-Shingle Springs Principal Sara Meece highlighted their campus numbers, their PBIS Program, campus improvements and beautification, academic focuses on SIPPS and Math, Middle School and K/1 field trips, sports at the Shingle Springs campus, the food program, as well as upcoming events throughout the year.  
  
Please note technical difficulties at the end of the report presentation.
2. **Public Acknowledgement:** Principal Sara Meece recognized the following from the CMP-Shingle Springs Campus:
  - The Food Service Team Frank Williams and Allison Robertson
  - Garbology Goddess Des Thomas
  - Kris Rogers and Cherie Cooney, the Dream Dean Team
3. **General Report from the CMP Superintendent:**  
Superintendent Barley shared information regarding the Sub Fair, High School Information Fair at the CMP-AR Campus, highlights from the Capitol Campus, SIPPS at the Orangevale campus, the most recent Super-Duper Saturday, CMP's participation in College Corps program, renovation projects for CMP-Orangevale and CMP-Capitol, and the results of the Normalization Check-In Survey.
4. **New CMP Website:** Technology Director Jacob Underwood presented the updated website to the Board including the look of the web site, the ease of navigation, and that some pages may still be under construction from the crossover.

5. **Business Rep Search Update:** Board Member Busby provided the Board with a Business Representatives search update and stated the interviews are going well, Board Member Helmy is going to be helping out due to time constraints, and the goal is to recommend for seating at the November meeting.

6. **Special Day Class and Dyslexia Program Update:** Special Education Director Christine Cordero provided the Board with a Dyslexia Program update and a Special Day Class Update.

Please note technical difficulties were experienced during this presentation.  
The Board took a five-minute break at 8:45 pm

7. **Science of Reading Overview:** Kristina Arcuri & Superintendent Barley provided the Board with a Science of Reading Overview.

8. **Monthly Financial Update** (Attachment #10): Board Members reviewed the financial update as presented by Sabrina Silver of EdTec.

**Action Items: 9:30pm**

**1. Approval of Update to CMP's Employee Health Benefits Contribution:**

- **Comment:** Currently, staff who elect benefits with CMP receive either a \$500 or \$600 contribution depending on either individual or family health coverage. This contribution has remained the same since 2016. Industry standard for employer contributions is typically paid as a percentage of total cost rather than a lump sum. The proposal before the Board replaces our current lump sum model with a percentage-based model and increases the overall CMP contribution for employee benefits. The potential budget implications of the change would be approximately \$155,916.60 annually across the network.
- **Recommendation:** The CMP Governing Board is requested to approve staff's recommendation to implement a percentage-based model and increase CMP's contribution to employee benefit costs effective January 1, 2023.

Board Member Helmy made a motion to the approve staff recommendation to implement a percentage-based model and increase CMPs contribution to employee benefit costs up to \$155,917.00 effective January 1, 2023. Board Member Reyes seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**2. Approval of Revised 21-22 Education Protection Amount Spending Plan - Capitol Campus**  
(Attachment #11)

- **Comment:** The Education Protection Account is a part of LCFF funding and CMP is required to approve a plan annually and post on its website. CMP original plan was to spend all of the EPA funds on teacher salaries. Due to different allocations to restricted, one-time funds that needed to be spent down not all EPA funds were spent on teacher salaries. The revised spending plan accurately reflect how EPA funds were spent in 2021-22. Actual expenditures were mostly teacher salaries, but with a few expenditures in services and other operating expenses.
- **Recommendation:** The Board is requested to approve the revised 21-22 Education Protection Amount Plan – Capitol Campus as presented.

Board Member Helmy made a motion to approve the revised 21-22 Education Protection Amount Plan – Capitol Campus as presented. Board Member Slamkowski seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

**3. Approval of Revised 21-22 Education Protection Amount Spending Plan - Elk Grove Campus**  
(Attachment #12)

- **Comment:** The Education Protection Account is a part of LCFF funding and CMP is required to approve a plan annually and post on its website. CMP original plan was to spend all of the EPA funds on teacher

salaries. Due to different allocations to restricted, one-time funds that needed to be spent down not all EPA funds were spent on teacher salaries. The revised spending plan accurately reflect how EPA funds were spent in 2021-22. Actual expenditures were mostly teacher salaries, but with a few expenditures in services and other operating expenses.

- **Recommendation:** The Board is requested to approve the revised 21-22 Education Protection Amount Plan – Elk Grove Campus as presented.

Board Member Reyes made a motion to approve the revised 21-22 Education Protection Amount Plan – Elk Grove Campus as presented. Board Member Dall seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### 4. **Approval of Revised 21-22 Education Protection Amount Spending Plan - San Juan Campuses** (Attachment #13)

- **Comment:** The Education Protection Account is a part of LCFF funding and CMP is required to approve a plan annually and post on its website. CMP original plan was to spend all of the EPA funds on teacher salaries. Due to different allocations to restricted, one-time funds that needed to be spent down not all EPA funds were spent on teacher salaries. The revised spending plan accurately reflect how EPA funds were spent in 2021-22. Actual expenditures were mostly teacher salaries, but with a few expenditures in services and other operating expenses.
- **Recommendation:** The Board is requested to approve the revised 21-22 Education Protection Amount Plan – San Juan Campuses as presented.

Board Member Dall made a motion to approve the revised 21-22 Education Protection Amount Plan – San Juan Campus as presented. Board Member Reyes seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### 5. **Approval of Revised 21-22 Education Protection Amount Spending Plan - Shingle Springs Campus** (Attachment #14)

- **Comment:** The Education Protection Account is a part of LCFF funding and CMP is required to approve a plan annually and post on its website. CMP original plan was to spend all of the EPA funds on teacher salaries. Due to different allocations to restricted, one-time funds that needed to be spent down not all EPA funds were spent on teacher salaries. The revised spending plan accurately reflect how EPA funds were spent in 2021-22. Actual expenditures were mostly teacher salaries, but with a few expenditures in services and other operating expenses.
- **Recommendation:** The Board is requested to approve the revised 21-22 Education Protection Amount Plan – Shingle Springs Campus as presented.

Board Member Helmy made a motion to approve the revised 21-22 Education Protection Amount Plan – Shingle Springs Campus as presented. Board Member Mottashed seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

#### 6. **Approval of Expanded Learning Opportunity Program Plan - Capitol Campus** (Attachment #15)

- **Comment:** The state legislature and the Governor created the Expanded Learning Opportunity Program to provide unduplicated students with access to a free, before and after school program. CMP needs to approve a plan to accept the state funding to run its program.
- **Recommendation:** The Board is requested to approve the Expanded Learning Opportunity Program for CMP-Capitol.

Approval of the Expanded Learning Opportunity Program Plan – Capitol Campus was pulled due to time constraints.

- 7. Approval of Expanded Learning Opportunity Program Plan – Elk Grove Campus (Attachment #16)**
- **Comment:** The state legislature and the Governor created the Expanded Learning Opportunity Program to provide unduplicated students with access to a free, before and after school program. CMP needs to approve a plan to accept the state funding to run its program.
  - **Recommendation:** The Board is requested to approve the Expanded Learning Opportunity Program for CMP-Elk Grove.

Approval of the Expanded Learning Opportunity Program Plan – Elk Grove Campus was pulled due to time constraints.

- 8. Approval of Expanded Learning Opportunity Program Plan – San Juan Campuses (Attachment #17)**
- **Comment:** The state legislature and the Governor created the Expanded Learning Opportunity Program to provide unduplicated students with access to a free, before and after school program. CMP needs to approve a plan to accept the state funding to run its program.
  - **Recommendation:** The Board is requested to approve the Expanded Learning Opportunity Program for CMP-San Juan Campuses.

Approval of the Expanded Learning Opportunity Program Plan – San Juan Campus was pulled due to time constraints.

- 9. Approval of Expanded Learning Opportunity Program Plan - Shingle Springs Campus (Attachment #18)**
- **Comment:** The state legislature and the Governor created the Expanded Learning Opportunity Program to provide unduplicated students with access to a free, before and after school program. CMP needs to approve a plan to accept the state funding to run its program.
  - **Recommendation:** The Board is requested to approve the Expanded Learning Opportunity Program for CMP-Shingle Springs.

Approval of the Expanded Learning Opportunity Program Plan – Shingle Springs Campus was pulled due to time constraints.

- 10. Approval of CDWG/Extreme Service Contract (Attachment #19)**
- **Comment:** CMP uses Extreme for all of its Wi-Fi needs network wide. All students and staff depend on this service being up so Chromebooks, Laptops, Smartboards, and other internet equipped technology can function correctly.
  - **Recommendation:** The Board is requested to approve the CDWG/Extreme Service Quote as presented.

Board Member Mottashed made a motion to approve the CDWG/Extreme Service Quote as presented. Board Member Busby seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

- 11. Approval of Updated Governing Board Meeting Calendar (Attachment #20)**
- **Comment:** In an effort towards board efficiency and time targets, CMP is moving the Governing Board meetings up to a 6 p.m. start time.
  - **Recommendation:** The Board is requested to approve the updated Governing Board Meeting Calendar with updated start times.

Approval of the Updated Governing Board Meeting Calendar was pulled due to time constraints.

- 12. Selection of Superintendent Survey Committee**
- **Comment:** The CMP-Governing Board conducts an annual survey of the Superintendent. The Board needs to create a Superintendent Survey Committee and select Board Members to create, disseminate, and gather the evaluation of the Superintendent of California Montessori Project.

- **Recommendation:** Members of the Governing Board are requested to approve Board members Tracey Weinstein, Jodi Mottashed, and Marwa Helmy to sit on the Superintendent Survey Committee to create, disseminate, and gather the evaluation of the Superintendent of California Montessori Project.

Board Member Reyes made a motion to approve Board members Weinstein, Mottashed, and Helmy to sit on the Superintendent Survey Committee to create, disseminate, and gather the evaluation of the Superintendent of California Montessori Project. Board Member Dall seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

### 13. Pay Scale: Office Manager Pay Scale (Attachment #2):

The Office Manager Pay Scale was pulled from the consent agenda for discussion.

Board Member Dall made a motion to approve the Office Manager Pay Scale as presented. Board Member Mottashed seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

### Discussion Items: 10:44pm

Suggested Items for Discussion at Future Meetings presented by Board Members

- November Retreat Topics
  - Normal Business
    - o Bylaws Update
    - o Seating of two Business Representatives
  - Strategic Planning
    - o Multi-Year Budget Analysis
    - o Orangevale and Capitol Renovation Projects
    - o PBIS Tiered Fidelity Inventory Results
    - o PBIS and/or Healthy Kids Climate Survey
  - Board Development
    - o Board Team Building Activity
    - o Montessori Professional Development
    - o Annual Brown Act Training
    - o Board Norms and Meeting Protocols
    - o Board Member Qualifications

The Board also discussed items they would like to see on Campus Report as well as additional information on CPI. Chair Weinstein will follow up with Board members individually on the Campus Reports.

### Meeting Adjournment: 10:45pm

- **Recommendation:** The Board is requested to approve the adjournment of the October 10, 2022 regular Meeting of the California Montessori Project Governing Board.

Board Member Mottashed made a motion to adjourn the October 10, 2022 regular meeting of the Governing Board.

Board Member Dall seconded the motion. Voice vote taken: 7-ayes, 0-noes. Motion carries.

### Upcoming Governing Board Meetings:

- **2022-2023 School Year:** 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.