

# California Montessori Project Governing Board Meeting

March 11, 2024



# Roll Call

## Roll Call – CMP Board of Directors

	Julia Sweeney Business Representative (1)		Renée Dall Parent Representative – San Juan
	Bob Lewis Business Representative (2)		Jenna Westbrook-Kline Parent Representative – Capitol
	Mickey Slamkowski Montessori Representative		Aaron Walker Parent Representative – Elk Grove
	Laura Kerr Charter Representative		Ann Curtis Parent Representative – Shingle Springs
	Scott Richards Community Representative		

# 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. 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:**

- 1. Minutes from the Governing Board Meeting of February 12, 2024  
(Attachment C1)**
- 2. 2024-2025 Governing Board Calendar (Attachment C2)**
- 3. CMP-SJ 2024-2025 Offer of Facilities Preliminary Offer Letter  
(Attachment C3)**
- 4. Revised 2024-2025 CMP School Calendar (Attachment C4)**

# Informational Item #1

**Student Montessori Material Presentation: Bernie Evangelista**



# Informational Item #2

## Public Recognition





# Elizabeth Parks

Office Manager, CMP-Carmichael

for our appreciation for your  
incredible work and dedication  
to the California Montessori  
Project, the Carmichael  
Campus, the students,  
staff, and families.

**Celebrating 23 years  
with CMP**

August 1, 2001 – June 30, 2024



# Informational Item #3

**Operations Update:** Joanne Ahola





# New HRIS & Payroll System

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# Current System

Our current processes are neither automated nor modern. We rely heavily on the following:

## Spreadsheets

**Applicant  
Tracking**

**List of Staff Info**

**Credentials**

**Payroll changes**

## Paper

**Checklists**

**Evaluations**

## Email

**Job Offers**

**Leave Requests**

**Application  
Alerts**

**Exits**





# Topics that HR Can't Even Get to



**Data**



**Onboarding**



**Retention**



**Engagement**



**Candidate  
Sourcing**



**Career Ladders**



**Recognition**



**Career  
Development**

# Communication

Principals

AAs

SpED Dept

Tech Dept

Data

Leadership

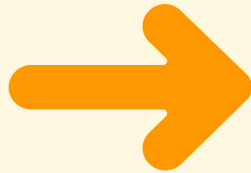


**We struggle with interconnectedness between departments.**



## We Do Our Best

Clunky Processes



Extensive Overtime

Work During School Closures

Stress

Slow Customer Service

**This Has Led to...**



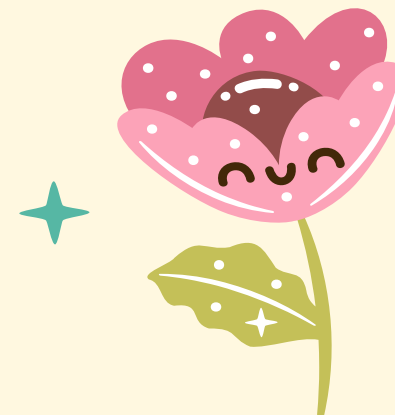
**Burnout**

**Why Now?**





## We Have Grown!

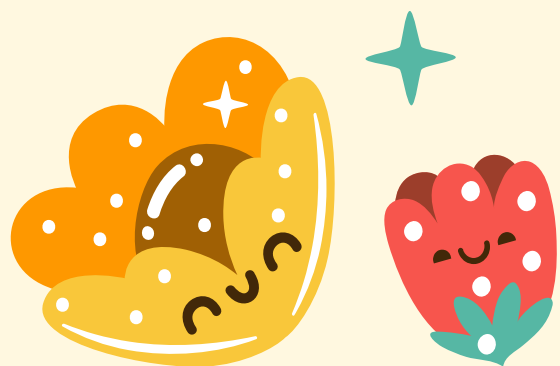


**2016**

**407**

**2021**

**470**



**2024**

**Around 670**



# Then vs Now

## Pre-Covid

Consistency  
Post and Pray  
Paper  
HR Centric  
Longevity  
Computers  
Meticulous



## Post-Covid

Inspired  
Candidate Sourcing  
Automation  
Self Service Portals  
Higher Turnover  
Mobile Phones  
Speed



“Give me six hours to chop down a tree and I will spend the first hour sharpening the axe.”

- Abraham Lincoln

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# The Process of Finding a Solution

Research, Matchr, HR Technology Consulting Company, HR in Education

ERP

Clickup

UKG

BambooHR

Paycor

Workday

Payserv

Criterion

Paylocity

Monday

Helios

ADP

# Essentials

🌀 HRIS & Payroll

🌀 Onboarding

🌀 STRS Reporting

🌀 Time & Attendance

🌀 Multiple-Roles & Stipends

🌀 Recruiting



# Comparing the Finalists



**Paylocity**



**UKG**



**Paycor**

**Customer Service**

**Customer Service**

**Recruiting / Sourcing**

**Recruiting / Sourcing**

**EE Dashboards**

**EE Dashboards**

**Reports / Data**

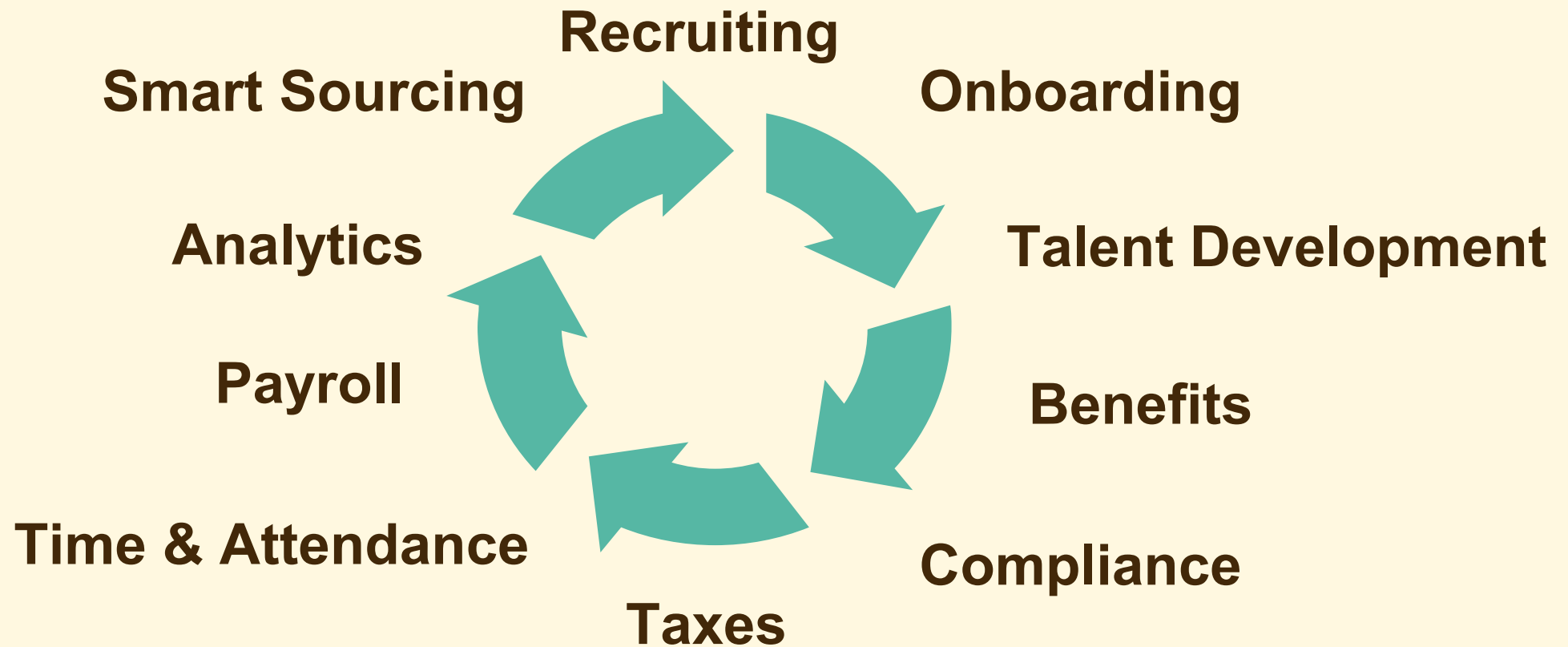
**Reports / Data**

**Benefits**

**Benefits**



# Life Cycle All in One Solution





# Recruiting



## Candidate Texting

Instantly communicate with prospects, reconnect with candidates, and send follow-up info and timely reminders.



## Employee Referral Program

Tap into current employees to expand reach and attract high-quality candidates quickly.



## Branded Careers Page

Easily create a fully-branded career site, that matches your website, without IT help. Branded career sites convey a unified, trustworthy impression to candidates who might not know much about your company. First impressions matter!



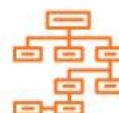
## Recruiting Analytics

Gain valuable insights into your hiring process and track important metrics, such as time-to-hire, lead sources, employee referral rates, and more.



## Remote Hiring

There's no reason virtual recruiting should be any less effective than in-person interviews. Streamline your hiring process with Video Interviewing and Interview Scheduling.



## Seamless Integration with Top Job Boards

Automatically post open positions to 20,000+ job boards like Indeed, LinkedIn, Glassdoor, ZipRecruiter, Monster, Facebook, Talent.com, Adzuna, and more with one click.





# Talent Development



## Ongoing Conversations

Streamline conversations between managers and direct reports with a 1-on-1 tool that offers customizable, preloaded templates.



## Performance Reviews

Gather feedback and goals from 1-on-1s to conduct time-efficient reviews based on historical performance data to reduce bias.



## Align Goals

Work toward the same goals with transparent Objectives + Key Results (OKRs) and eliminate wasted hours spent on unproductive work.



## Progress Tracking

Automated workflows, prompts, tasks, and notifications remove the manual burden on admins, managers, and employees to keep everyone on track.



## Employee Ratings

Use a 9-box grid to visualize individual employee performance and develop coaching strategies so they can better achieve their potential.





# Recordkeeping & Recognition



## Employee Recordkeeping

Manage all employee tasks and information in one solution.



## Unlimited, Automated Workflows

Simplify the way you manage everyday requests and updates through our unlimited workflows, which allow you to automate almost any task.



## Paperless Document Management

Streamline the entire document management process by allowing HR leaders to easily create, assign share, and store digital forms and documents all in one place. HR leaders will also have the ability to create notifications, require e-signatures, and even schedule the delivery.



## Engaging Employee Self-Service

From signing documents to completing performance reviews, to updating personal and professional goals, the power is in the hands of your employees.



## Paycor Engage

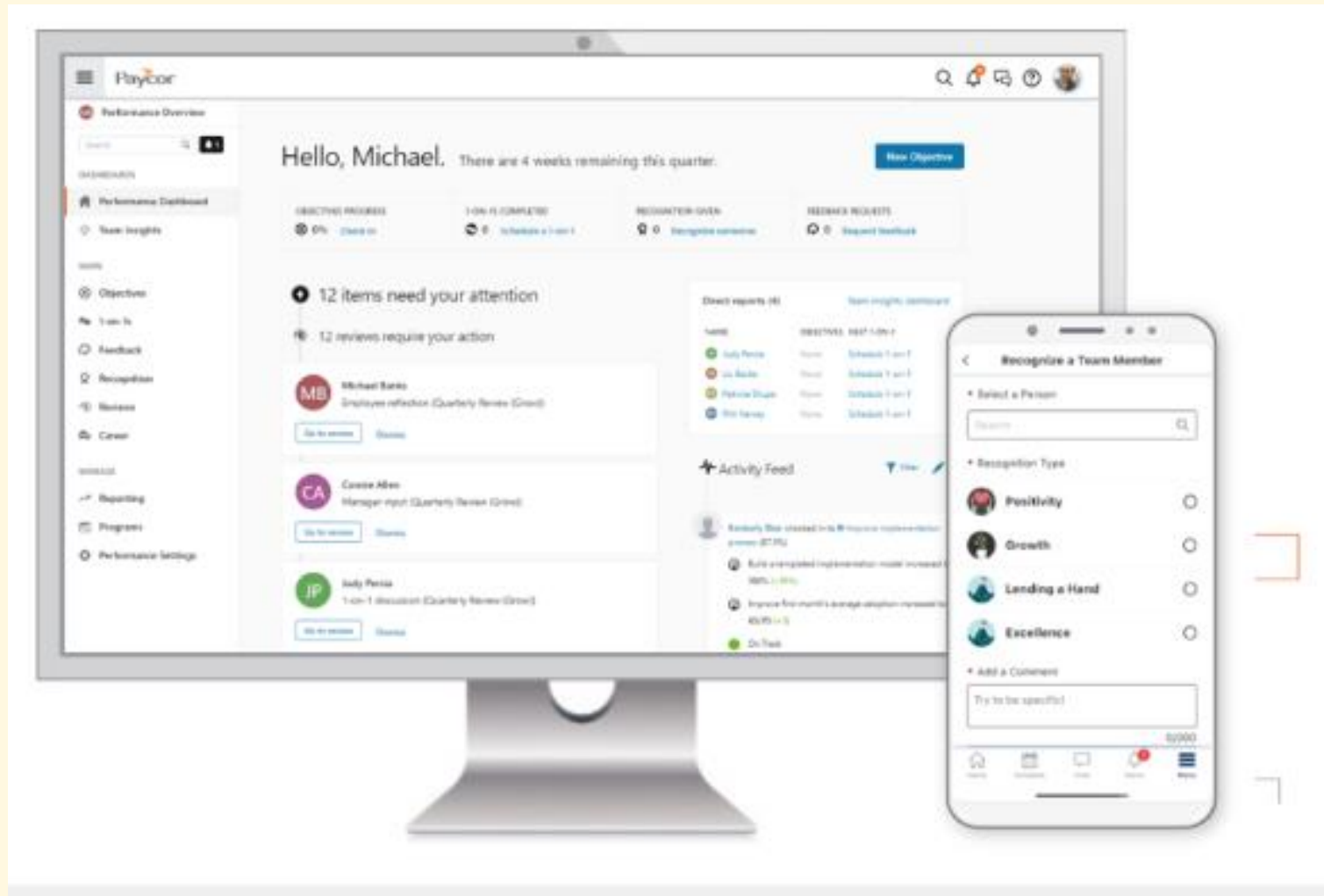
Drive connections and increase collaboration across your organization by sharing company news, communicating with employees, and recognizing them in one interactive platform.



## Recognize Great Work



Managers and peers can celebrate achievements, applaud outstanding performance, and send kudos by recognizing employees directly in the platform.

# User Interface




**Good Morning, Michele**[Profile Summary](#) [My Tasks](#) [Pay Stubs](#) [W-2](#) [Customize Homepage](#)**Engage**[View Engage](#)[Recent Posts](#)[Pinned News \(0\)](#)**Welcome to your employee portal!**

Here you'll find copies of your paystubs, important company messages, documents, and tasks you need to complete—like benefit enrollment. Under "Profile Summary" above, you can view and edit items such as...

 0  0**Company Picnic**

Don't forget our company picnic this Saturday! When: **Next Saturday at 2pm** Where: **Main Building, Rear Lot** Bring the whole family. There will be plenty of food on the grill.

 0  0**My Schedule**[View Schedule](#)**08**

Today

**09**

Saturday

**10**

Sunday

**11**

Monday

**12**

Tuesday

**My Tasks** 0[Manage Tasks](#)

There are no tasks.

**Punch Clock**[View Time Card](#)**01:50:25 PM**

US Eastern Time

[Create Punch](#)**Recent Punches**

OUT 06:00 PM	03/05/2024
IN 01:00 PM	03/05/2024
OUT 12:00 PM	03/05/2024
IN 09:00 AM	03/05/2024

 [Report a Missed Punch](#)**It's Payday!**[View Latest Paystub](#)[Compensation History](#)**Time Off Summary**[View Details](#)[Request Time Off](#)

## Analytics

Home

Guidebook

Explore

Captures

Analyses

Search



### Your Custom Dashboard

Set to Feb 2024

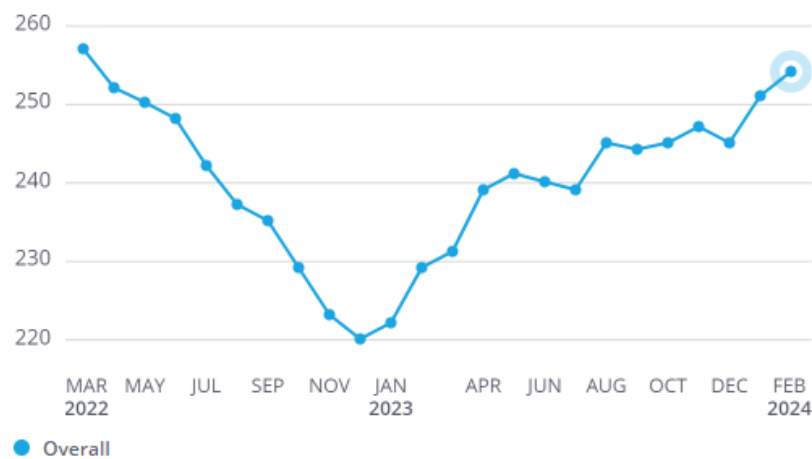
My permissions

+ Add a filter



#### Trend of headcount by organization

Feb 2024 | My permissions

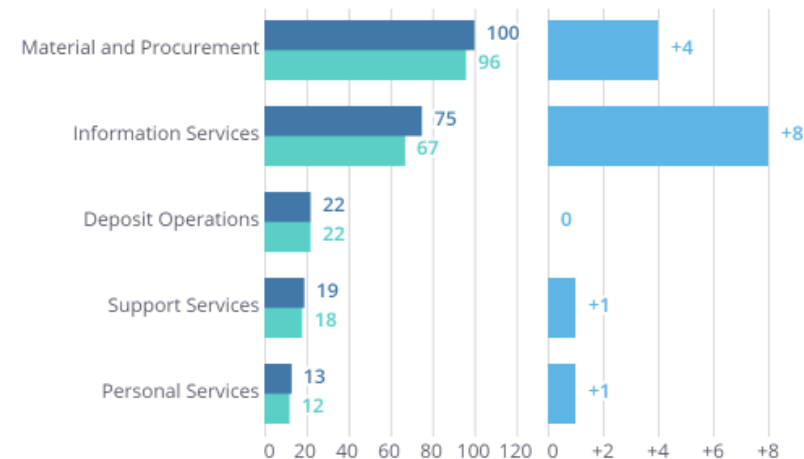


Headcount

254

#### Change in quarterly headcount

Q1 2024 | My permissions



Mar 8 2024

259

Dec 31 2023

245

## Turnover

Breakdown of Employee Exit Rate  
(Trailing 12 mos) by Employee >...

Employee starts rate for overall vs.  
female vs. minority

Voluntary turnover grouped by tenure  
band

## Built for Leaders

“Paycor’s HCM platform is purpose-build for leaders. Paycor gives leaders the confidence to automate important tasks, and the cutting-edge technology and insights they need to transform their organizations.”





# Why Bring Payroll In-House?

## **Slow & Tedious Process**

Edtec serves as an intermediary between CMP and Paylocity to process payroll which requires:

- Manual processes for communicating payroll changes for both semi and monthly payroll runs
- Front-loaded time to provide edtec enough time to process payroll - inevitably leads to changes after payroll processes
- Cannot make last minute changes to payroll runs
- One staff member at edtec who is most knowledgeable of CMP payroll

## **Multiple Entities Managing Payroll Results in Inaccuracies**

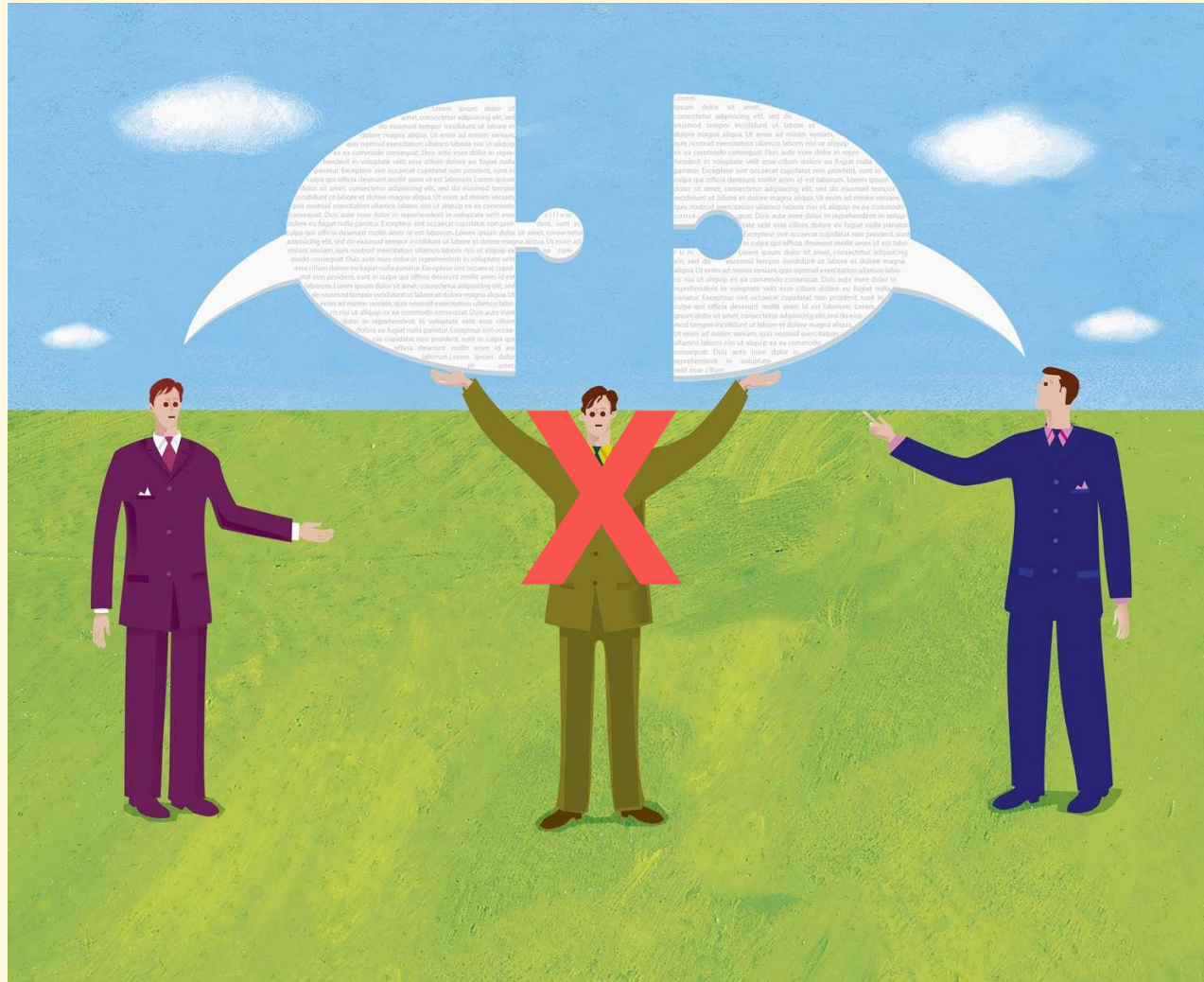
Payroll work is handed off from CMP to edtec to Paylocity providing multiple opportunities for errors to occur.







# Removes the Middle Man



# Amazing Improvements!



## ♥ Restore Trust in the Payroll Department ♥



- 🌸 In-house knowledge
- 🌸 Less human error
- 🌸 Automated workflow
- 🌸 Proactive payroll updates
- 🌸 Shorter turnaround for pay runs
- 🌸 Can make last-minute changes
- 🌸 Automated leaves
- 🌸 Faster direct deposit set-up
- 🌸 More user friendly for staff
- 🌸 Visible schedule
- 🌸 Less frontloading
- 🌸 Benefits info readily available
- 🌸 Remove paper timesheets
- 🌸 Transition to summer smoother



## Saves Time



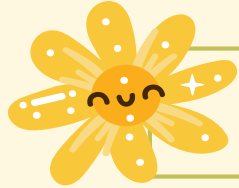
- 🕒 **Pre-payroll run audit by AAs**  
0.5 day per campus  
72 days!
- 🕒 **Pre-payroll run audit by payroll team**  
5 days  
120 days!
- 🕒 **Re-audit after run by payroll team**  
2 days  
48 days!
- 🕒 **Annual pay rate updates**  
8 days  
8 days!



**Paycor will put  
payroll in the hands  
of our payroll team.**



# Comparing the Costs

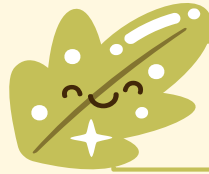


**Paylocity**

**\$199,159 Annual**

**\$8,870 Setup Fee**

650 Employees



**UKG**

**\$210,000 Annual**

**\$24,500 Setup Fee**

700 Employees



**Paycor**

**\$127,660 Annual**

**\$31,100 Setup Fee**

700 Employees



## Contract



**Active Employee Count**



**Monthly billing**



**Lock in Rate for 3 years**



**Delay set-up fees to July 1**



**One-time promotion = - \$12K**



**Benefit = - \$9,750**



**Premium support**



# Implementation Timeline

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**March-June = Set-up**  
**July 1 = Implementation**



# **Payroll Coordinator Pay Scale**





# Thanks!

Do you have any questions?

**CREDITS:** This presentation template was created by [Slidesgo](#), and includes icons by [Flaticon](#), and infographics & images by [Freepik](#)



# Informational Item #4

## Monthly Financial Update: EdTec





# California Montessori Project Board Meeting

SABRINA SILVER, DAVID SURACI

MARCH 11, 2024



- 1. 2023-24 Home Office Update**
  - A. 2<sup>nd</sup> Interim Financial Update
  - B. Multi-Year Projection
  
- 2. 2023-24 2<sup>nd</sup> Interim Financial Update**
  - A. School Specific Financials
  - B. Organization-Wide Financials
  
- 3. 2023-24 Multi-Year Projections**
  - A. School Specific Multi-Year Projections
  - B. Organization-Wide Multi-Year Projections

# 2023-24 Home Office Update



# CMP Home Office FY24 2<sup>nd</sup> Interim Financial Update

		2023-24	2023-24	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	-	-	-
	Federal Revenue	-	-	-
	Other State Revenues	-	-	-
	Local Revenues	5,865,055	6,156,102	291,047
	Fundraising and Grants	-	-	-
	<b>Total Revenue</b>	<b>5,865,055</b>	<b>6,156,102</b>	<b>291,047</b>
Expenses	Compensation and Benefits	3,416,723	3,765,859	(349,136)
	Books and Supplies	468,614	468,614	-
	Services and Other Operating	1,942,928	1,883,167	59,761
	Depreciation	36,790	38,462	(1,672)
	Other Outflows	-	-	-
	<b>Total Expenses</b>	<b>5,865,055</b>	<b>6,156,102</b>	<b>(291,047)</b>
	<b>Operating Income</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Beginning Balance (Audited)	(84,003)	(84,003)	-
	Operating Income	-	-	-
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>(84,003)</b>	<b>(84,003)</b>	<b>-</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>-1.4%</b>	<b>-1.4%</b>	<b>0.1%</b>

# CMP Home Office Multi-Year Projections

		2023-24	2024-25	2025-26
		Current Forecast	Projected Budget	Projected Budget
Revenue	LCFF Entitlement	-	-	-
	Federal Revenue	-	-	-
	Other State Revenues	-	-	-
	Local Revenues	6,156,102	5,722,851	6,036,890
	Fundraising and Grants	-	-	-
	<b>Total Revenue</b>	<b>6,156,102</b>	<b>5,722,851</b>	<b>6,036,890</b>
Expenses	Compensation and Benefits	3,765,859	3,863,115	4,154,547
	Books and Supplies	468,614	449,368	458,313
	Services and Other Operating	1,883,167	1,379,658	1,393,319
	Depreciation	38,462	30,710	30,710
	Other Outflows	-	-	-
	<b>Total Expenses</b>	<b>6,156,102</b>	<b>5,722,851</b>	<b>6,036,890</b>
	<b>Operating Income</b>	-	-	-
	Beginning Balance (Audited)	(84,003)	(84,003)	(84,003)
	Operating Income	-	-	-
	<b>Ending Fund Balance (incl. Depreciation)</b>	<b>(84,003)</b>	<b>(84,003)</b>	<b>(84,003)</b>
	<b>Ending Fund Balance as % of Expenses</b>	<b>-1.4%</b>	<b>-1.5%</b>	<b>-1.4%</b>

# 2023-24 2<sup>nd</sup> Interim Financial Update



## Revenue

- Small adjustments to LCFF, Federal and State revenues after P-1 certification and updated Title apportionments
- Prior year state revenues and current year local revenues updated based on actuals

## Expense

- Compensation & Benefits reductions after personnel updates and benefits reconciliation
- Books & Supplies savings after Principal review
- Subagreements: increased at CAP, EG; decreased at SJ
- Increased CMO fees driven by revised substitute projections (offset by some savings in technology investments)
- Slight increases across various accounts based on actuals at each site

# Capitol FY24 2<sup>nd</sup> Interim Financial Update

		2023-24	2023-24	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	3,800,684	3,796,721	(3,964)
	Federal Revenue	295,755	299,731	3,976
	Other State Revenues	788,251	791,168	2,917
	Local Revenues	-	1,055	1,055
	Fundraising and Grants	281,576	281,576	-
	<b>Total Revenue</b>	<b>5,166,266</b>	<b>5,170,251</b>	<b>3,984</b>
Expenses	Compensation and Benefits	3,518,530	3,469,540	48,990
	Books and Supplies	207,943	168,331	39,612
	Services and Other Operating	1,395,165	1,440,872	(45,707)
	Depreciation	21,365	21,365	-
	Other Outflows	-	-	-
	<b>Total Expenses</b>	<b>5,143,003</b>	<b>5,100,109</b>	<b>42,894</b>
	<b>Operating Income</b>	<b>23,264</b>	<b>70,142</b>	<b>46,878</b>
	Beginning Balance (Audited)	837,317	837,317	-
	Operating Income	23,264	70,142	46,878
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>860,581</b>	<b>907,459</b>	<b>46,878</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>16.7%</b>	<b>17.8%</b>	<b>1.1%</b>



# Elk Grove FY24 2<sup>nd</sup> Interim Financial Update

		2023-24	2023-24	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	5,665,134	5,678,277	13,143
	Federal Revenue	383,990	389,571	5,581
	Other State Revenues	1,297,949	1,297,929	(20)
	Local Revenues	-	1,500	1,500
	Fundraising and Grants	386,384	386,384	-
	<b>Total Revenue</b>	<b>7,733,458</b>	<b>7,753,661</b>	<b>20,204</b>
Expenses	Compensation and Benefits	4,792,013	4,750,198	41,815
	Books and Supplies	215,197	215,197	-
	Services and Other Operating	1,930,667	2,094,764	(164,097)
	Depreciation	400,586	400,586	-
	Other Outflows	70,353	70,353	-
	<b>Total Expenses</b>	<b>7,408,816</b>	<b>7,531,098</b>	<b>(122,283)</b>
	<b>Operating Income</b>	<b>324,642</b>	<b>222,563</b>	<b>(102,079)</b>
	Beginning Balance (Audited)	6,902,446	6,902,446	-
	Operating Income	324,642	222,563	(102,079)
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>7,227,088</b>	<b>7,125,009</b>	<b>(102,079)</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>97.5%</b>	<b>94.6%</b>	<b>-2.9%</b>

# San Juan FY24 2<sup>nd</sup> Interim Financial Update

		2023-24	2023-24	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	15,731,549	15,739,891	8,341
	Federal Revenue	1,246,833	1,265,182	18,349
	Other State Revenues	3,339,506	3,348,546	9,040
	Local Revenues	-	1,213	1,213
	Fundraising and Grants	852,000	852,000	-
	<b>Total Revenue</b>	<b>21,169,888</b>	<b>21,206,832</b>	<b>36,944</b>
Expenses	Compensation and Benefits	13,255,702	13,001,339	254,363
	Books and Supplies	631,619	583,432	48,188
	Services and Other Operating	7,048,486	7,159,511	(111,025)
	Depreciation	46,517	46,517	-
	Other Outflows	-	-	-
	<b>Total Expenses</b>	<b>20,982,324</b>	<b>20,790,799</b>	<b>191,525</b>
	<b>Operating Income</b>	<b>187,563</b>	<b>416,032</b>	<b>228,469</b>
	Beginning Balance (Audited)	7,110,210	7,110,210	-
	Operating Income	187,563	416,032	228,469
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>7,297,773</b>	<b>7,526,242</b>	<b>228,469</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>34.8%</b>	<b>36.2%</b>	<b>1.4%</b>

# Shingle Springs FY24 2<sup>nd</sup> Interim Financial Update

		2023-24	2023-24	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	5,550,483	5,550,619	136
	Federal Revenue	133,799	140,437	6,638
	Other State Revenues	1,064,758	1,083,726	18,969
	Local Revenues	15,000	15,000	-
	Fundraising and Grants	278,726	278,726	-
	<b>Total Revenue</b>	<b>7,042,766</b>	<b>7,068,508</b>	<b>25,742</b>
Expenses	Compensation and Benefits	4,725,403	4,628,389	97,013
	Books and Supplies	191,492	163,839	27,653
	Services and Other Operating	1,716,402	1,778,026	(61,624)
	Depreciation	404,917	407,667	(2,750)
	Other Outflows	65,094	65,094	-
	<b>Total Expenses</b>	<b>7,103,307</b>	<b>7,043,015</b>	<b>60,292</b>
	<b>Operating Income</b>	<b>(60,541)</b>	<b>25,494</b>	<b>86,035</b>
	Beginning Balance (Audited)	6,802,347	6,802,347	-
	Operating Income	(60,541)	25,494	86,035
	<b>Ending Fund Balance (incl. Depreciation)</b>	<b>6,741,806</b>	<b>6,827,841</b>	<b>86,035</b>
	<b>Ending Fund Balance as % of Expenses</b>	<b>94.9%</b>	<b>96.9%</b>	<b>2.0%</b>

# CMP Organization FY24 2<sup>nd</sup> Interim Financial Update

		2023-24	2023-24	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	30,747,850	30,765,508	17,657
	Federal Revenue	2,060,377	2,094,921	34,544
	Other State Revenues	6,490,464	6,521,369	30,905
	Local Revenues	5,880,055	6,174,870	294,816
	Fundraising and Grants	1,798,686	1,798,686	-
	<b>Total Revenue</b>	<b>46,977,432</b>	<b>47,355,354</b>	<b>377,922</b>
Expenses	Compensation and Benefits	29,708,370	29,615,326	93,044
	Books and Supplies	1,714,865	1,599,413	115,452
	Services and Other Operating	14,033,648	14,356,341	(322,693)
	Depreciation	910,175	914,597	(4,422)
	Other Outflows	135,448	135,448	-
	<b>Total Expenses</b>	<b>46,502,505</b>	<b>46,621,123</b>	<b>(118,618)</b>
	<b>Operating Income</b>	<b>474,928</b>	<b>734,231</b>	<b>259,303</b>
	Beginning Balance (Audited)	21,568,317	21,568,317	-
	Operating Income	474,928	734,231	259,303
	<b>Ending Fund Balance (incl. Depreciation)</b>	<b>22,043,245</b>	<b>22,302,548</b>	<b>259,303</b>
	<b>Ending Fund Balance as % of Expenses</b>	<b>47.4%</b>	<b>47.8%</b>	<b>0.4%</b>

# 2023-24 Multi-Year Projections



## Revenue

- COLA reduced to 0.76% next year from 3.94%
- Total enrollment assumes full classes at all campuses and additional classroom at CAP; attendance % reduced by 1% at all sites
- Continued spend down of one-time funding

## Expense

- Travel and Conferences, Staff Meals, Professional Development cuts across the organization.
- Staffing based on current levels; increased filled teacher position rate at SJ and SS
- Added computer/license projections to 24-25
- Subagreements: NPA/S continue in Year 2 and 3 for non-graduating students; assume gradual reduction in contract positions as hiring occurs

# Capitol Multi-Year Projections

		2023-24	2024-25	2025-26
		<b>Current Forecast</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
Revenue	LCFF Entitlement	3,796,721	4,250,804	4,369,970
	Federal Revenue	299,731	116,468	116,468
	Other State Revenues	791,168	707,431	604,454
	Local Revenues	1,055	-	-
	Fundraising and Grants	281,576	281,576	281,576
	<b>Total Revenue</b>	<b>5,170,251</b>	<b>5,356,279</b>	<b>5,372,468</b>
Expenses	Compensation and Benefits	3,469,540	3,724,937	3,798,275
	Books and Supplies	168,331	210,782	216,617
	Services and Other Operating	1,440,872	1,382,697	1,420,691
	Depreciation	21,365	21,711	22,128
	Other Outflows	-	-	-
	<b>Total Expenses</b>	<b>5,100,109</b>	<b>5,340,126</b>	<b>5,457,710</b>
	<b>Operating Income</b>	<b>70,142</b>	<b>16,152</b>	<b>(85,243)</b>
	Beginning Balance (Audited)	837,317	907,459	923,612
	Operating Income	70,142	16,152	(85,243)
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>907,459</b>	<b>923,612</b>	<b>838,369</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>17.8%</b>	<b>17.3%</b>	<b>15.4%</b>

# Elk Grove Multi-Year Projections

		2023-24	2024-25	2025-26
		<b>Current Forecast</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
Revenue	LCFF Entitlement	5,678,277	5,812,152	5,970,375
	Federal Revenue	389,571	169,097	169,097
	Other State Revenues	1,297,929	1,046,139	892,734
	Local Revenues	1,500	-	-
	Fundraising and Grants	386,384	386,384	386,384
	<b>Total Revenue</b>	<b>7,753,661</b>	<b>7,413,771</b>	<b>7,418,589</b>
Expenses	Compensation and Benefits	4,750,198	4,884,191	4,982,545
	Books and Supplies	215,197	210,352	215,789
	Services and Other Operating	2,094,764	1,878,770	1,935,077
	Depreciation	400,586	403,464	404,839
	Other Outflows	70,353	67,433	64,454
	<b>Total Expenses</b>	<b>7,531,098</b>	<b>7,444,211</b>	<b>7,602,704</b>
	<b>Operating Income</b>	<b>222,563</b>	<b>(30,439)</b>	<b>(184,114)</b>
	Beginning Balance (Audited)	6,902,446	7,125,009	7,094,570
	Operating Income	222,563	(30,439)	(184,114)
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>7,125,009</b>	<b>7,094,570</b>	<b>6,910,455</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>94.6%</b>	<b>95.3%</b>	<b>90.9%</b>



# San Juan Multi-Year Projections

		2023-24	2024-25	2025-26
		<b>Current Forecast</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
Revenue	LCFF Entitlement	15,739,891	16,357,557	17,138,820
	Federal Revenue	1,265,182	465,846	465,846
	Other State Revenues	3,348,546	3,116,495	2,548,117
	Local Revenues	1,213	-	-
	Fundraising and Grants	852,000	852,000	852,000
	<b>Total Revenue</b>	<b>21,206,832</b>	<b>20,791,898</b>	<b>21,004,783</b>
Expenses	Compensation and Benefits	13,001,339	13,552,142	13,947,050
	Books and Supplies	583,432	493,433	506,095
	Services and Other Operating	7,159,511	6,660,787	6,437,362
	Depreciation	46,517	45,013	45,179
	Other Outflows	-	-	-
	<b>Total Expenses</b>	<b>20,790,799</b>	<b>20,751,375</b>	<b>20,935,686</b>
	<b>Operating Income</b>	<b>416,032</b>	<b>40,523</b>	<b>69,097</b>
	Beginning Balance (Audited)	7,110,210	7,526,242	7,566,766
	Operating Income	416,032	40,523	69,097
	<b>Ending Fund Balance (incl. Depreciation)</b>	<b>7,526,242</b>	<b>7,566,766</b>	<b>7,635,863</b>
	<b>Ending Fund Balance as % of Expenses</b>	<b>36.2%</b>	<b>36.5%</b>	<b>36.5%</b>

# Shingle Springs Multi-Year Projections

		2023-24	2024-25	2025-26
		<b>Current Forecast</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
Revenue	LCFF Entitlement	5,550,619	5,796,015	5,952,136
	Federal Revenue	140,437	140,437	140,437
	Other State Revenues	1,083,726	912,189	807,426
	Local Revenues	15,000	15,000	15,000
	Fundraising and Grants	278,726	278,726	278,726
	<b>Total Revenue</b>	<b>7,068,508</b>	<b>7,142,366</b>	<b>7,193,725</b>
Expenses	Compensation and Benefits	4,628,389	4,911,144	4,999,395
	Books and Supplies	163,839	143,527	146,940
	Services and Other Operating	1,778,026	1,547,212	1,598,280
	Depreciation	407,667	418,650	418,650
	Other Outflows	65,094	62,826	60,528
	<b>Total Expenses</b>	<b>7,043,015</b>	<b>7,083,359</b>	<b>7,223,794</b>
	<b>Operating Income</b>	<b>25,494</b>	<b>59,007</b>	<b>(30,069)</b>
	Beginning Balance (Audited)	6,802,347	6,827,841	6,886,847
	Operating Income	25,494	59,007	(30,069)
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>6,827,841</b>	<b>6,886,847</b>	<b>6,856,779</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>96.9%</b>	<b>97.2%</b>	<b>94.9%</b>

# CMP Organization Multi-Year Projections

		2023-24	2024-25	2025-26
		<b>Current Forecast</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
Revenue	LCFF Entitlement	30,765,508	32,216,527	33,431,301
	Federal Revenue	2,094,921	891,848	891,848
	Other State Revenues	6,521,369	5,782,253	4,852,730
	Local Revenues	6,174,870	5,737,851	6,051,890
	Fundraising and Grants	1,798,686	1,798,686	1,798,686
	<b>Total Revenue</b>	<b>47,355,354</b>	<b>46,427,166</b>	<b>47,026,455</b>
Expenses	Compensation and Benefits	29,615,326	30,935,529	31,881,812
	Books and Supplies	1,599,413	1,507,461	1,543,753
	Services and Other Operating	14,356,341	12,849,124	12,784,728
	Depreciation	914,597	919,549	921,507
	Other Outflows	135,448	130,260	124,983
	<b>Total Expenses</b>	<b>46,621,123</b>	<b>46,341,923</b>	<b>47,256,783</b>
	<b>Operating Income</b>	<b>734,231</b>	<b>85,243</b>	<b>(230,329)</b>
	Beginning Balance (Audited)	21,568,317	22,302,548	22,387,791
	Operating Income	734,231	85,243	(230,329)
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>22,302,548</b>	<b>22,387,791</b>	<b>22,157,463</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>47.8%</b>	<b>48.3%</b>	<b>46.9%</b>

# Enrollment Scenario Planning

**Hypothetical student enrollment increases to reach break-even in Years 2 and 3**

	Capitol		Elk Grove		San Juan		Shingle Springs	
	Year 2	Year 3	Year 2	Year 3	Year 2	Year 3	Year 2	Year 3
<b>Scenario 1</b>								
<b>Operating Income</b>	\$ 16,152	\$(85,243)	\$ (30,439)	\$(184,114)	\$ 40,523	\$ 69,097	\$ 59,007	\$(30,069)
<b>Enrollment Increase</b>	0	11	4	21	0	0	0	4
<b>ADA Increase</b>	0	10.45	3.8	19.95	0	0	0	3.84
<b>Final Operating Income</b>	\$ 6,173	\$ 8,632	\$ 5,084	\$ 6,830	\$ 40,523	\$ 69,097	\$ 59,007	\$ 5,727

# Thank you!

**ADDITIONAL QUESTIONS? CONTACT US:**

**Sabrina Silver:** [ssilver@edtec.com](mailto:ssilver@edtec.com)

**David Suraci:** [dsuraci@edtec.com](mailto:dsuraci@edtec.com)



# **Informational Item #5**

## **Board Discussion on Potential Revenue Solutions**



# Action Items 1, 2, 3, 4

## **Consideration of Second Interim 2023-2024 CMP-Capitol Budget (Attachment A1)**

**Recommendation:** The Board is requested to approve the 2023-2024 CMP-Capitol Second Interim Budget.

## **Consideration of Second Interim 2023-2024 CMP-Elk Grove Budget (Attachment A2)**

**Recommendation:** The Board is requested to approve the 2023-2024 CMP-Elk Grove Second Interim Budget.

## **Consideration of Second Interim 2023-2024 CMP-San Juan (American River/ Carmichael/ Orangevale) Budget (Attachment A3)**

**Recommendation:** The Board is requested to approve the 2023-2024 CMP-San Juan Second Interim Budget.

## **Consideration of Second Interim 2023-2024 CMP-Shingle Springs Budget (Attachment A4)**

**Recommendation:** The Board is requested to approve the 2023-2024 CMP-Shingle Springs Second Interim Budget.

# Action Item #5, #6

## **Selection of Auditor for 2023-2024 Fiscal Year (Attachment A5)**

**Comment:** Each year California Montessori Project contracts with an audit firm to complete an independent audit of the network as a whole and each campus individually. CliftonLarsonAllen LLP has conducted the CMP audits in the past.

**Recommendation:** The Board is requested to approve CliftonLarsonAllen LLP to conduct the independent audits of the CMP-Network, CMP–Capitol Campus, CMP–Elk Grove Campus, CMP–San Juan Campuses, and the CMP–Shingle Springs Campus.

## **Selection of CliftonLarsonAllen LLP (CLA) for the preparation of the June 30, 2024 Tax Exempt Returns and State Filings (Attachment A6)**

**Comment:** Each year California Montessori Project contracts with an audit firm to complete CMP’s Tax-Exempt Returns and State Filings. CliftonLarsonAllen LLP has a track record of successfully completing this work for CMP.

**Recommendation:** The Board is requested to approve CliftonLarsonAllen LLP to complete CMP’s Tax-Exempt Returns and State Filings.



# Action Item #7

## **CMP-Shingle Springs Shade Structure Proposal from FLINT (Attachment A7)**

- **Comment:** The Single Springs CAC has been fundraising for a shade structure for students to eat breakfast and lunch under. They solicited multiple bids and chose the bid that they believed best met campus needs.
- **Recommendation:** The Board is recommended to approve the FLINT shade structure contract.

# CMP-Shingle Springs Shade Structure Proposal from FLINT

Sara Meece



# Shade Structure Proposal: Why



# Shade Structure Proposal: Bids & Funding

- 4 bids obtained for a 30' x 80' structure ranging from \$150,000 to \$319,000
- CAC approved *FLINT Hummingbird Shade Structure* bid in partnership with CMP Shingle Springs parent, Mark Mennucci, for \$223,100 (\$92.96 per square foot)
- CAC approved funding from:
  - Black & White Ball, APEX, Campus Improvements: \$140,886.99
  - 2023-24 APEX (April 15<sup>th</sup> – 26<sup>th</sup>): \$45,000 (\$46,662.56 last year)
- \$10,871.80 available in MPF through Site Improvements and Unrestricted accounts
- Women's Fund El Dorado grant submitted for \$26,000





# Shade Structure Proposal: Design



**SHADE STRUCTURE**  
Designed & Manufactured in Roseville, CA



California  Montessori Project

# Shade Structure Proposal: Staff Recommendation

- Rationale: The CMP Shingle Springs CAC is seeking approval for the proposed shade structure from Flint Builders. Installation of a shade structure at Upper Campus will enhance the outdoor space, providing protection from UV rays and excessive heat for our students during breakfast and lunch. We aim to create a more comfortable and enjoyable environment, benefiting our community for years to come.
- Draft Motion: The Board is requested to approve the FLINT shade structure proposal.



# Action Item #8

## Approval of Extension of Contract with EdTec for Back Office Support Services (Attachment A8)

- **Comment:** CMP has a strong and positive partnership with EdTec and would like to continue this arrangement with some modifications to the work we do together. In the proposed contract EdTec would support CMP with annual budgeting but payroll services, that are currently supplied by EdTec, would be brought in-house. CMP is confident its payroll team is prepared to bring payroll services into the network office.
- **Recommendation:** Staff recommend the Board approve the extension of EdTec's contract for an additional 3-years for all work related to CMP financials and remove payroll services from the contract.

# Action Item #9

## Approval of Contract with Paycor for HRIS and Payroll Services (Attachment A9)

- **Comment:** Historically, CMP has managed staff data through available tools already on board at the organization such as Microsoft Excel and Google Sheets. CMP has outgrown this way of managing staff data. An HRIS system will automate the lifecycle of a staff member and provide needed data to our HR team to support staff and supervisors. Additionally, the same system will also function as a payroll system for our payroll team.
- **Recommendation:** The HR and Payroll teams have researched, reviewed, and recommend the Board approve the Paycor contract



# Action Item #9

## Approval of Contract with Paycor for HRIS and Payroll Services (Attachment A9)

- **Comment:** Historically, CMP has managed staff data through available tools already on board at the organization such as Microsoft Excel and Google Sheets. CMP has outgrown this way of managing staff data. An HRIS system will automate the lifecycle of a staff member and provide needed data to our HR team to support staff and supervisors. Additionally, the same system will also function as a payroll system for our payroll team.
- **Recommendation:** The HR and Payroll teams have researched, reviewed, and recommend the Board approve the Paycor contract

# Action Item #10

## **Approval of Payroll Coordinator Pay Scale (Attachment A10)**

- **Comment:** Payroll at CMP includes managing hourly and salaried staff, staff with multiple roles, staff with school year and year-round pay schedules, staff with semi-monthly and monthly pay cycles, and a growing list of stipends with different pay amounts and frequencies. It also entails tracking any additional pay days such as Super-Duper Saturday and tracking staff attendance for eligibility for the end of the year stipend. This level of complication requires systems to be created and followed with a great deal of attention to detail and oversight. The requirements of this payroll work have outgrown a Payroll Clerk role and requires CMP to have a Payroll Coordinator on staff. Whether the Board approves the HRIS system or not, CMP requires this position going forward. This does not increase the number of payroll staff required. Currently, CMP has two Payroll Clerks. CMP would move to one Payroll Clerk and one Payroll Coordinator.
- **Recommendation:** Staff recommend the Board approve the Payroll Coordinator pay scale.

# Discussion Items & Closing Comments



# Closed Session

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)  
Sacramento County Superior Court Case No. 23CV006111
- Pursuant to the Brown act, a closed session shall be conducted with respect to every item of business to be discussed in closed session pursuant to Section 54957, Public Employment.  
Public Employee Performance Evaluation: Superintendent



# Reconvene to Open Session



# Meeting Adjournment

## **Recommendation:**

The CMP Governing Board is requested to approve the adjournment of the March 11, 2024 Governing Board Meeting.

