

California Montessori Project Regular Meeting of the Governing Board

Minutes of the May 13, 2024

Meeting Information

- **Date:** Monday, May 13, 2024
- **Time:** 5:30 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/83026207743?pwd=cUINb1U5Z0c0NDVJeWdxMWU0cjBNQT09>
Passcode: 94gg9S
One tap mobile: 1-669-444-9171 or 1-669-900-6833, 3026207743#, *088921#US
Telephone: +1 669 900 6833, or +1 669 444 9171; Webinar ID: 830 2620 7743; Passcode: 088921
- **Emergency Contact:** Brett Barley (408) 489-3906 or Carrie Klagenberg (916) 971-2432 ext. 100

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 educational partners 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.

Educational Partners 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.

One or more board members may qualify to participate in the meeting virtually without agendizing their location pursuant to Government Code Section 54953(e). Such circumstances, to the extent not agendized, will be addressed following roll call. In the event one or more board members participates virtually under Section 54953(e) members of the public may attend and address the Board during public comment period(s) at the meeting location(s) identified above, and may also attend virtually and address the Board during public comment period(s) by logging into the Zoom, or dialing in, using the posted link/s.



Minutes May 13, 2024

Meeting Call to Order and Roll Call: 5:34pm

Board Member Names and Titles for Roll Call			
x	Julia Sweeney - Business Representative 1	x	Renée Dall - Parent Representative, San Juan
x	Bob Lewis - Business Representative 2	x	Jenna Westbrook-Kline - Parent Representative, Capitol
x	Laura Kerr - Charter Representative	absent	Aaron Walker - Parent Representative, Elk Grove
x	Mickey Slamkowski - Montessori Representative	x	Ann Curtis - Parent Representative, Shingle Springs
absent	Scott Richards - Community Representative		

Communication from the Public: 5:35pm

- **Public Comment:** None.

Consent Items: 5:40pm

1. **Minutes from the Governing Board Meeting of April 8, 2024** (Attachment C1)
2. **Minutes from the Special Governing Board Meeting of April 18, 2024** (Attachment C2)
3. **Minutes from the Special Governing Board Meeting of April 23, 2024** (Attachment C3)
4. **Minutes from the Special Governing Board Meeting of April 24, 2024** (Attachment C4)
5. **Policy: Board Communications Policy** (Attachment C5)
6. **Updated: Finance Committee Meeting Dates** (Attachment C6)
7. **Updated: 2024-2025 Governing Board Meeting Calendar** (Attachment C7)
8. **Xtreme Renewal** (Attachment C8)

Bob Lewis made a motion to approve the consent agenda. Ann Curtis seconded the motion. Motion carried unanimously (AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Curtis; NOES: None; ABSENT: Richards, Walker].

Informational Items: 5:45pm

1. **Montessori Material Demonstration:** Shannon Schmidt introduced teacher Ms. Makenna and student Brighton Becroft who demonstrated the Atom Board.
2. **Public Recognition:** CMP Capitol Principal Shannon Schmidt recognized parent Katlyn Cooper for her work on several campus events. The following staff members, Alyssa Lopez, Opal Ngirmidol, Tash Aleman Teweles, Lesley Morris, and Melanie Brown, were recognized for their dedication to the CMP-Capitol Campus and students. Superintendent Barley highlighted Teacher Appreciation Week activities across the network.
3. **Board Appointments and Elections Update:** Board Chair Julia Sweeney provided the Board with position appointments and elections update.
4. **New Hire Introductions:** Brett Barley
Superintendent Barley introduced Director of Technology and Facilities, Mark Fetterolf, and Director of Development, Stephanie Cardenas.

Let the minutes reflect Aaron Walker joined the meeting at 6:03pm.

5. **Enhancing Staffing Efficiency and Support:** Brett Barley
Superintendent Barley provided the Board with a staffing efficiency and support presentation and options to consider.

6. **LCAP Update:** Brett Barley
Superintendent Barley provided the Board with an overview of the 2024 LCAP Educational Partner Engagement Sessions and budget recommendations.
7. **Monthly Financial Update** (Attachment I1): Board Members reviewed the financial update as presented by Sabrina Silver of EdTec.

Public Comment: The Board heard from the following educational partners:

- Rebecca Gross, CMP-Capitol, shared concerns regarding the proposal to increase enrollment at Capitol.
- Rainbow Porthé, CMP-Capitol, shared concerns regarding space on the campus if enrollment increases.

Public Hearing

- **Public Hearing: Local Control Accountability Plan (LCAP) for CMP-Capitol**
CMP held a Public Hearing for the Local Control Accountability Plan (LCAP) for CMP-Capitol to receive additional feedback on the LCAP. Superintendent Barley provided highlights from the California School Dashboard and shared that goals and strategies will need to be included in the LCAP for areas in the Red. There was no public comment.

Public Hearing

- **Public Hearing: Local Control Accountability Plan (LCAP) for CMP-Elk Grove**
CMP held a Public Hearing for the Local Control Accountability Plan (LCAP) for CMP-Elk Grove to receive additional feedback on the LCAP. Superintendent Barley provided highlights from the California School Dashboard and shared that goals and strategies will need to be included in the LCAP for areas in the Red as well as an ATSI plan for Students with Disabilities. There was no public comment.

Public Hearing

- **Public Hearing: Local Control Accountability Plan (LCAP) for CMP-San Juan**
CMP held a Public Hearing for the Local Control Accountability Plan (LCAP) for CMP-San Juan to receive additional feedback on the LCAP. Superintendent Barley provided highlights from the California School Dashboard and shared that goals and strategies will need to be included in the LCAP for areas in the Red. There was no public comment.

Public Hearing

- **Public Hearing: Local Control Accountability Plan (LCAP) for CMP-Shingle Springs**
CMP held a Public Hearing for the Local Control Accountability Plan (LCAP) for CMP-Shingle Spring to receive additional feedback on the LCAP. Superintendent Barley provided highlights from the California School Dashboard and shared that goals and strategies will need to be included in the LCAP for areas in the Red as well as an ATSI plan for students identifying as Two or More Races. There was no public comment.

Action Items: 8:00pm

1. **CMP 2021-990 Tax Returns** (Attachment A1)
 - **Comment:** CLA has made updates to CMP's 990 based on feedback from the Board and staff.
 - **Recommendation:** The Board is recommended to approve the CMP 2021-990 Tax Returns.

Ann Curtis made a motion to approve the CMP 2021-990 Tax Returns. Jenna Westbrook-Kline seconded the motion. Motion carried unanimously (AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: None; ABSENT: Richards].

2. Facilities Use Agreement SCUSD -CMP Capitol (Attachment A2)

- **Comment:** CMP and SCUSD have been working collaboratively on a Facility Use Agreement that would cover CMP for the remainder of its current charter term at our current school site. The proposed Facilities Use Agreement needs to be approved by both SCUSD's and CMP's Boards.
- **Recommendation:** The Board is recommended to approve the Facilities Use Agreement between SCUSD and CMP-Capitol.

Jenna Westbrook-Kline made a motion to approve the Facilities Use Agreement between SCUSD and CMP-Capitol. Bob Lewis seconded the motion. Motion carried unanimously (AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: None; ABSENT: Richards].

3. Pay Scale - School Psychologist & Nurse (Attachment A3)

- **Comment:** HR is in the process of reviewing salary comps for the most hard to fill and retain staffing positions in special education at CMP in an effort to reduce the need for outside service contracts. Should CMP be unable to fill our open Psychologist position for next year, CMP would be required to contract for these services at \$923 per day or \$177,254 annually. Additionally, CMP does not have a board approved School Nurse pay scale. CMP has tried to fill this position in the past to no avail due to low pay and a shortage of school nurses in the area. As a result, staff recommend we include school nurses on the school psychologist pay scale. Should CMP be unable to fill our full-time open position for next year, CMP would be required to contract for these services at \$901 per day or \$169,350 per year.
- **Recommendation:** After review of comparative salary schedules across Sacramento and Butte Counties, staff recommend the Board approve the updated School Psychologist & Nurse pay scale.

Renée Dall made a motion to approve the School Psychologist & Nurse Pay Scale. Mickey Slamkowski seconded the motion. Motion carried unanimously (AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: None; ABSENT: Richards].

4. Pay Scale - Administrative Assistant/Teaching Assistant/Club M (Attachment A4)

- **Comment:** HR is in the process of reviewing salary comps for the most hard to fill and retain staffing positions in special education at CMP in an effort to reduce the need for outside service contracts. Should CMP be unable to fill our open special education teaching assistant positions for next year, CMP would be required to contract for these services at \$423 per day or \$79,497 annually. In addition to updating the special education teaching assistant stipends on this pay scale, we are addressing the pay for our Expanded Learning & Enrichment Coordinators after careful review of the requirements of the job and comps in the area.
- **Recommendation:** After review of comparative salary schedules across Sacramento and Butte Counties, staff recommend the Board approve the updated Administrative Assistant/Teaching Assistant/Club M pay scale.

Renée Dall made a motion to approve the Administrative Assistant/Teaching Assistant/Club M Pay Scale. Bob Lewis seconded the motion. Motion carried unanimously (AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: None; ABSENT: Richards].

5. Creation of Ad Hoc Organizational Structure Committee

- **Comment:** This is an opportunity to review CMP's organizational structure to provide greater efficiency and support across the organization. The Ad Hoc Committee would be supported by CMP staff to meet between now and the June Board Meeting and provide recommendations at the June Board meeting regarding organizational structure.
- **Recommendation:** Approve the creation of the Ad Hoc Organizational Structure Committee.

Renée Dall made a motion to approve the creation of an Ad Hoc Organizational Structure Committee comprised of Julia Sweeney, Laura Kerr, and Jenna Westbrook-Kline. Ann Curtis seconded the motion.

Motion carried 7-1-1 (AYES: Sweeney, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: Lewis; ABSENT: Richards].

Closed Session 9:00pm

1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: OAH Case No. 2024030014

2. Conference with Labor Negotiator

Agency Designated Representative: Board Chair

Unrepresented Employee: Interim Superintendent'

Reconvene to Open Session

The Board Chair reported the Board ratified a settlement of a due process matter by a unanimous vote by all present members (AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: None; ABSENT: Richards].

1. Board Approval/Ratification of Compensation Comparability Study for Interim Superintendent Position (Attachment A5)

See HO1: Board Report regarding Executive Compensation Comparability Study:

Board Report re Executive Compensation Comparability Study

The California Nonprofit Integrity Act of 2004 mandates that the Board of Directors ("Board") review comparable executive compensation packages for educational executives 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 California Montessori Project ("CMP") Interim 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 educational 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 possess a conflict of interest. Under the IRS regulations, any employees under the supervision of the Interim Superintendent are automatically conflicted and must recuse themselves from any participation whatsoever in any aspect of this process.

Accordingly, outside counsel has produced a compensation comparability study (attached) 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 report reflecting comparable compensation.

Bob Lewis made a motion to approve/ratify the Compensation Comparability Study for the Interim Superintendent Position. Ann Curtis seconded the motion. Motion carried 7-1-1 (AYES: Sweeney, Lewis, Kerr, Slamkowski, Westbrook-Kline, Walker, Curtis; NOES: Dall; ABSENT: Richards].

2. Board Chair: Required Oral Report Regarding Interim Superintendent Employment Contract

The Board Chair read the following required report: "As to the next item regarding approval of the Interim Superintendent employment agreement, I am required by law to indicate, prior to any vote on the employment agreement, that the agreement provides the following:

1. A one-year term from July 1, 2024 to June 30, 2025
2. A work schedule of 250 days
3. A base annual salary of \$195,000 for the 2024-2025 school year
4. Vacation leave to accrue at the rate of one day for every 12 days worked, up to 20 days per year

5. Sick leave to accrue at the rate of one day for every 25 days worked, up to 10 days per year
6. \$25,000 life insurance policy
7. Employer contribution to health benefit premium as the same for all certificated employees at CMP
8. Participation in CalSTRS, subject to program and eligibility requirements, as applicable.

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

3. Board Ratification/Approval of Interim Superintendent Employment Contract

Aaron Walker made a motion to ratify/approve the Interim Superintendent’s Employment contract for Rebecca ‘Becky’ Marsolais effective July 1, 2024 thru June 30, 2025. Mickey Slamkowski seconded the motion. Motion carried unanimously [AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: None; ABSENT: Richards].

Discussion Items and Closing Comments: Overall gratitude and thanks was expressed by Board Members to parents, students, staff, teachers, principals, across the network and to the Superintendent Brett Barley, as well as excitement for the placement of Becky Marsolais as the Interim Superintendent.

Meeting Adjournment: 10:03pm

- **Recommendation:** The Board is requested to approve the adjournment of the May 13, 2024 Board Meeting of the California Montessori Project Governing Board.

Bob Lewis made a motion to adjourn the May 10, 2024 meeting of the Governing Board. Jenna Westbrook-Kline seconded the motion. Motion carried unanimously [AYES: Sweeney, Lewis, Kerr, Slamkowski, Dall, Westbrook-Kline, Walker, Curtis; NOES: None; ABSENT: Richards].

Upcoming Governing Board Meetings:

- **2023-2024 School Year:** 6/10/24 (annual meeting).

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.