

California Montessori Project

Regular Meeting of the Governing Board

July 8, 2024

Meeting Information

- **Date:** Monday, July 8, 2024
- **Time:** 5:30 p.m.
- **Location:** CMP-Carmichael, 5330 A Gibbons Drive, Ste 700, 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:** 5330 A Gibbons Drive, Ste 700, Carmichael, CA 95608
- **Zoom link:** <https://us02web.zoom.us/j/84486982871?pwd=K0cyTEQwUGo4O2FmOS9adytmU1pBZz09>
Passcode: 11D1j3
- One tap mobile: 1-669-444-9171 or 1-669-900-6833, 84069979968#, *964327#US
Telephone: +1 669 900 6833, or +1 669 444 9171; Webinar ID: 84486982871; Passcode: 073207
- **Emergency Contact:** Rebecca Marsolais (661) 609-9240 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 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 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.

Updated Agenda July 8, 2024

Meeting Call to Order and Roll Call: 5:30pm

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

Communication from the Public: 5:35pm

- **Public Comment:** This portion of the meeting is set aside for members of the audience to address the Governing Board regarding matters on the agenda and matters not on the agenda.
 - **Non-agenda Items:** For matters not on the agenda, presentations shall be limited for up to three (3) minutes each and a total time allotted for such items will not exceed fifteen (15) minutes. The Board is not allowed to discuss or act on any item which is not on the agenda, except as authorized by Government Code Section 54954.2.
 - **Agenda Items:** For matters on the agenda for this meeting, members of the public may speak during this time or before such agenda items are addressed by the Board. Presentations on agenda items during this portion of the meeting are limited to up to three (3) minutes each and total time allotted to such items shall not exceed fifteen (15) minutes.

Consent Items: 5:40pm

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

1. **Minutes from the Annual Governing Board Meeting of June 10, 2024** (Attachment C1)
2. **Updated 2024-2025 Governing Board Meeting Schedule** (Attachment C2)
3. **CMP Conflict of Interest Code** (Attachment C3)
4. **Class 3 Destruction of Documents** (Attachment C4)

Informational Items: 5:45pm

1. **Board Member Introductions**
2. **Strategic Plan – Completed items and high priority 24/25 items aligned to Charter Renewal:** Rebecca Marsolais
3. **Board Governance and Handbook Review & Self Evaluation Timeline:** Julia Sweeney and Becky Marsolais
4. **Director of Development Update:** Stephanie Cardenas
5. **Health and Puberty Committee Update:** Bernie Evangelista
6. **Insurance Policy Update:** Joanne Ahola

Action Items: 7:30pm

1. **PayScale / Job Description: Assistant Superintendent for Business Services** (Attachment A1)
 - **Comment:** The Ad Hoc Committee is recommending transitioning the Senior Director of Operations role into an Assistant Superintendent for Business Services.
 - **Recommendation:** The Board is requested to approve the creation of the Assistant Superintendent for Business Services PayScale.

2. Approval of Provisional Internship Permit for Esmeralda Perez (Attachment A2)

- **Comment:** The EG Campus is trying to fill several teacher positions but have had no viable applicants despite being posted for six weeks. These two individuals have worked as teachers for CMP for a year and just need more time to complete the requirements to obtain an intern credential.
- **Recommendation:** The Board is requested to approve the Provisional Internship Permit for Esmeralda Perez for the 2024-2025 school year.

3. Approval of Provisional Internship Permit for Vanessa Rodriguez (Attachment A3)

- **Comment:** The EG Campus is trying to fill several teacher positions but have had no viable applicants despite being posted for six weeks. These two individuals have worked as teachers for CMP for a year and just need more time to complete the requirements to obtain an intern credential.
- **Recommendation:** The Board is requested to approve the Provisional Internship Permit for Vanessa Rodriguez for the 2024-2025 school year.

4. Creation of Ad Hoc Committee for Superintendent Search

- **Comment:** The Board needs to create an Ad Hoc Committee for the Superintendent Search as outlined in the Superintendent Search Plan.

5. Creation of Ad Hoc Organization 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 during the 2024-2025 school year and provide recommendations regarding organizational structure.
- **Recommendation:** Approve the creation of the Ad Hoc Organizational Structure Committee.

6. Selection of members for the Finance and Audit Committee

- **Comment:** The Board needs to choose members of the Board to serve on the Finance and Audit Committee to assist the Superintendent in reviewing organizational finances every fiscal year.

Discussion Items & Closing comments: Suggested Items for Discussion at Future Meetings presented by Board Members

Meeting Adjournment: 8:15pm

- **Recommendation:** The Board is requested to approve the adjournment of the July 8, 2024 Regular Meeting of the California Montessori Project Governing Board.

Upcoming Governing Board Meetings

- **2024-2025 School Year:** 8/12/24; 8/17/24 (Retreat); 9/9/24; 10/14/24; 11/12/24; 12/9/24; 1/13/25; 2/10/25; 3/10/25; 4/7/25; 5/12/25; 6/16/25

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.