



Community Montessori & Dimensions Collaborative School

MINUTES

**Regular Board Meeting
Element Education, Inc.
January 25, 2023
1:00 P.M. Closed Meeting
1:30 P.M. Public Meeting**

Element Staff:

Roland Yung, Chief Operations Officer
Paul Johnson, School Director DCS
Niki Sestina, Director of Student Services
Kiran Sihota, Director of HR
Doug Miller, Chief Business Officer
Earl Otte, School Director, CM
Susan Michaels, Executive Assistant
Janeal Fore, Registrar
Emily Snow Registrar
Brandi Rodrigues, Student Support Manager
Khadjah Salim, Educational Facilitator, DCS
Alexis Roggeman, Administrative Services-Operations, CM
Abraham Abdelrehim Technology Manager
Eva Chaidez, Administrative Services-Operation, DCS

LOCATION

1441 Montiel Road #143
Escondido, CA 92026

1816 Oak Hill Drive
Escondido, CA 92026

3751 Mary Lane
Escondido, CA 92026

12370 Adobe Ridge Rd
Poway, CA 92064

4646 Mission Gorge Place
San Diego, CA 92120

1800 North Broadway
Escondido, CA 92026

9580 Carlton Hills
Santee, CA 92071

6797 Embarcadero Lane
Carlsbad, CA 92011

1. OPENING PROVISIONS

1.a. Call to Order and Roll Call

1:00 p.m.

Members present: Childers, Raymond, Rohrer, Tweeten, A. Williams

Members absent: Sinclair, C. Williams

Secretary: Novacek

Recording Secretary: Michaels

1.b. No public comments related to closed session.

1.c. Adjourned to Closed Session

2. CLOSED SESSION



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3. PUBLIC SESSION

1:40 p.m.

- 3.a. Ms. Rohrer called the meeting to order, and a quorum was established.
- 3.b. Ms. Childers led the Pledge of Allegiance.
- 3.c. The agenda was approved.

MSC (Tweeten/Childers) to approve agenda. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Ms. A. Williams **Nays:** None **Abstain:** None

- 3.d. Ms. Rohrer reported there was no action taken during closed session.

4. RECOGNITIONS AND PRESENTATIONS

- 4.a. Mr. Johnson recognized Ben Tennant, Dimensions Collaborative School and Amelia McKnight, Dimensions Collaborative School, for their achievements and for pursuing their passions.
- 4.b. Mr. Johnson and Ms. Novacek recognized Ms. Salim, DCS Educational Facilitator, for her servant leadership and exemplary work throughout the years.
- 4.c. Mr. Otte shared a calendar of upcoming events and reported he is in the middle of mid-year observations and preparing for the CA physical fitness test.
- 4.d. Mr. Johnson shared a calendar of upcoming events and reported the move and remodel work at the Mission Valley Learning Center are wrapping up.
- 4.e. Ms. Sullivan shared the iReady statistics for Community Montessori and Dimensions Collaborative School.

5. COMMUNICATIONS - Agenda and Non-Agenda Items

- 5.a. There were no public comments.
- 5.b. Ms. Rohrer reported she enjoyed her visit to the Oak Hill Learning Center. Ms. Novacek welcomed new board member Ms. Aisha Williams and thanked board member Cecilia Williams and Halbert Hargrove Global Advisors for their generous donation.

6. APPROVAL OF CONSENT ITEMS

- 6.a. Approval of Minutes of Special Board Meeting on November 18, 2022, and Regular Board Meeting on November 30, 2022.
- 6.b. Ratification of Check Runs for November and December 2022.

MSC (Tweeten/Childers) to approve consent items. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, **Nays:** None **Abstain:** Ms. A. Williams



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7. INFORMATION ITEMS - NO ACTION

7. a. Chief Business Officer Report

- 1. Mr. Miller presented the current financial information for Community Montessori and Dimensions Collaborative School.
- 2. Mr. Miller reported staff continue to work on technology improvements at the Mission Valley Learning Center.

7. b. Director of Human Resources Report

- 1. Ms. Sihota provided a written report on recent hires and current openings.
- 2. Ms. Sihota provided a written report on employees who engaged in formal professional learning since the last board meeting.

7. c. Chief of Operations Officer

- 1. Mr. Yung shared a presentation on the remodel at the Mission Valley learning center and described the need for increased security at the Poway learning center.

7. d. Executive Director Report

- 1. Ms. Novacek reported staff continues to develop modules and the first round of professional learning workshops offered at the January staff meeting went well.
- 2. Ms. Novacek shared that Melanie Baier from the county office conducted a site visit at Poway which seemed to go well. In addition, she has met Janae Marking, the new Senior Director, Charter School Services for the SDCOE.

8.a. Board Reorganization

MSC (Childers/A. Williams) to postpone board reorganization until March 1, 2023, due to absences of board members at this meeting. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Ms. A. Williams **Nays:** None **Abstain:** None

9. ACTION ITEMS

9. a. Element Education

- 1. Approval of Virtual Meeting for March 1, 2023, Board Meeting was removed from the agenda due to the COVID-19 State of Emergency ending on February 28, 2023.
- 2. Approval of Petty Cash Replenishment

MSC (Tweeten/Childers) to approve petty cash replenishment. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Ms. A. Williams **Nays:** None **Abstain:** None

9.b. Community Montessori

- 1. Approval of the First Interim Budget

MSC (Childers/A. Williams) to approve First Interim Budget. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Ms. A. Williams **Nays:** None **Abstain:**

None



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2. Approval of San Diego Fence Proposal

MSC (A. Williams/Childers) to postpone San Diego Fence proposal until March to allow for more research. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Ms. A. Williams **Nays:** None **Abstain:** None

9.c. Dimensions Collaborative School

1. Approval of the First Interim Budget

MSC (Tweeten/A. Williams) to approve First Interim Budget. Motion passed (4-0)

Ayes: Ms. Childers, Ms. Rohrer, Mr. Tweeten, Ms. A. Williams **Nays:** None **Abstain:** None

10. FUTURE AGENDA ITEMS

- Board reorganization
- Fencing Proposal

11. NEXT MEETING DATE - Regular Board Meeting

Date: March 1, 2023
 Location: Administrative Offices
 1441 Montiel Road #143
 Escondido, CA 92026
 Time: 1:00 PM Closed Meeting
 1:30 PM Public Meeting

12. ADJOURNMENT

3:16 p.m.

DocuSigned by: *Barbara Rohrer* 3/2/2023
 05B6C40724E74BA... Date _____

Board President

DocuSigned by: *[Signature]* 3/4/2023
 819238B3ACD5424 Date _____

Board Secretary