



Community Montessori & Dimensions Collaborative School

**MINUTES**

**Regular Board Meeting  
Element Education, Inc.  
April 28, 2021  
1:00 P.M. Closed Meeting  
1:30 P.M. Public Meeting**

**NON-VOTING MEMBERS**

**Terri Novacek – Executive Director**

**ELEMENT STAFF MEMBERS:**

**Roland Yung, Community Montessori (CM) School Director  
Tony Drown, Dimensions Collaborative (DCS) School Director  
Paul Johnson, Director of Accountability  
Kiran Sihota, Director of Human Resources  
Brandi Rodrigues Director of Special Education  
Doug Miller, Chief Business Officer  
Susan Michaels, Executive Assistant  
Greg Hartman, Dimensions Collaborative School Student  
Success Manager  
Elisa Hilliard, Dimensions Collaborative School Onboarding  
Manager  
Trish Ruppel, Student Support Manager  
Lois Ingber, Behavioral Counselor**

**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, Tweeten,

Members absent: Duran, Rohrer

Secretary: Novacek

Recording Secretary: Michaels

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

1.c. Adjourned to Closed Session

**2. CLOSED SESSION**

**1:02 p.m.**



Community Montessori & Dimensions Collaborative School

**3. PUBLIC SESSION**

**1:30 p.m.**

- 3.a. Ms. Childers called the meeting to order and a quorum was established.
- 3.b. Ms. Raymond led the Pledge of Allegiance.
- 3.c. Approval of Agenda.
- 3.d. Ms. Childers reported there was no action taken during the closed session.

MSC (Tweeten/Raymond) to approve the Agenda. Motion passed (3-0)

**Ayes:** Ms. Childers, Ms. Raymond, Mr. Tweeten **Nays:** None **Abstain:** None

**4. RECOGNITIONS AND PRESENTATIONS**

- 4.a. Student Recognition: Ms. Hilliard recognized the Girl Scout Silver Award team for their accomplishments.
- 4.b. Staff Recognition: Mr. Drown recognized Mr. Greg Hartman, Dimensions Collaborative Student Success Manager, for his servant leadership attitude, team spirit, and hard work.
- 4.c. Presentation: Mr. Yung reported enrollment at 761, school photos will be offered at all learning centers, staff is working on teacher appreciation week activities, and students will attend a virtual field trip with the Carlsbad Police Department.
- 4.d. Presentation: Mr. Drown reported enrollment at 545, Dimensions was awarded the TestOut grant, and staff is exploring the possibility of a Waldorf inspired program at the Broadway learning center.

**5. COMMUNICATIONS - Agenda and Non-Agenda Items**

- 5.a. No public comment.
- 5.b. No comments from the Board.

**6. APPROVAL OF CONSENT ITEMS**

- 6.a. Approval of Minutes of Regular Board Meeting on March 24, 2021.
- 6.b. Approval of Check Run for March 2021.

MSC (Tweeten/Raymond) to approve Consent Items. Motion passed (3-0)

**Ayes:** Ms. Childers, Ms. Raymond, Mr. Tweeten **Nays:** None **Abstain:** None

**7. DISCUSSION/INFORMATION ITEMS - NO ACTION**

- 7. a. Chief Business Officer Report
  - 1. Mr. Miller presented current financial information for Community Montessori and Dimensions Collaborative School.
  - 2. Mr. Miller reported the certificate of occupancy for the Oak Hill Learning Center has been received and staff is currently reviewing proposals to retrofit Oak Hill Learning Center gazebo building.
  - 3. Mr. Miller reported staff is currently assessing technology needs for the 21-22 school year.



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Community Montessori & Dimensions Collaborative School

7. b. Director of Human Resources Report

1. Ms. Sihota reported no new positions have been posted, Community Montessori hired one new learning assistant, and one Regional Assistant has been hired for the Mission Valley learning center.
2. Ms. Sihota reported she attended Equity Driven Hiring and Retention Strategies workshops hosted by SDCOE, several staff members attended the LGBTQIA online workshop series, and four Dimensions Educational Facilitators attended a virtual elementary STEM conference.

7. c. Executive Director Report

1. Ms. Novacek briefed the Board on the current status of AB 1316 and its overall impact on Element charter schools.
2. Ms. Novacek reported she received the San Diego County Office of Education Site Visit Reports and the SELPA Status Letters, and both charter schools are in good standing.
3. Ms. Novacek shared the Governance Priorities Report with the Board.
4. Ms. Novacek reported a team of staff members will be collaborating the last week of June to design training modules for staff.
5. Ms. Novacek shared a presentation about Waldorf Methodology with the Board.

**8. ACTION ITEMS**

8.a. Element Education

1. Approval of the Revised 2021-2022 Element Calendar.  
MSC (Childers/Raymond) to approve the Agenda. Motion passed (3-0)

**Ayes:** Ms. Childers, Ms. Raymond, Mr. Tweeten **Nays:** None **Abstain:** None

2. Approval of the Revised Fiscal/Operational Policy.  
MSC (Raymond/Tweeten) to approve the revised Fiscal/Operational Policy. Motion passed (3-0)

**Ayes:** Ms. Childers, Ms. Raymond, Mr. Tweeten **Nays:** None **Abstain:** None

3. Approval of the Family Educational Rights and Privacy Act (FERPA) Policy.  
MSC (Childers/Tweeten) to approve the Family Educational Rights and Privacy Act (FERPA) Policy.  
Motion passed (3-0)

**Ayes:** Ms. Childers, Ms. Raymond, Mr. Tweeten **Nays:** None **Abstain:** None

4. Approval to the Delete Academic Counseling Program Policy.  
MSC (Raymond/Tweeten) to Delete Academic Counseling Program Policy. Motion passed (3-0)

**Ayes:** Ms. Childers, Ms. Raymond, Mr. Tweeten **Nays:** None **Abstain:** None

**9. FUTURE AGENDA ITEMS**

- Public Hearing for LCAP
- Expanded Learning Opportunities Grant Plan(s)

**10. NEXT MEETING DATE - Regular Board Meeting**



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Community Montessori & Dimensions Collaborative School

Date: May 26, 2021  
Location: Virtual  
Time: 1:00 PM Closed Meeting  
1:30 PM Public Meeting

**11. ADJOURNMENT**

**2:37 p.m.**

DocuSigned by:  
*Barbara Rolver*  
05B8C40724E74BA... Date: 6/9/2021

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**Board President**

DocuSigned by:  
*[Signature]*  
819238B3ACD5424... Date: 6/7/2021

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**Board Secretary**