California Montessori Project
Minutes of the Regular meeting of the Governing Board
June 11, 2018; CMP-Shingle Springs

Meeting Information
- **Date:** Monday, June 11, 2018
- **Time:** 5:30 pm
- **Meeting Place:** CMP-Shingle Springs, 4645 Buckeye Road, Shingle Springs, CA 95682
- **Emergency Contact:** Gary Bowman at (916) 204-0271

Agenda

**Meeting Call to Order and Roll Call:** 5:39 p.m.

<table>
<thead>
<tr>
<th>Board Member Names and Titles for Roll Call</th>
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<tr>
<td>x Rob Henderson - Business Representative</td>
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<td>x Dave Nelson - Business Representative</td>
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<td>x Jenny Savakus - Community Representative</td>
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<td>x Tamika L’Ecluse - Montessori Representative</td>
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<td>x Wes Pepper - Charter Representative</td>
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**Communication from the Public:** 5:40 p.m.
Let the minutes reflect Scott Porter joined the meeting at 5:42.

- **Public Comment:**
  - The Board received public input from CMP-Capitol staff members in support of their campus Principal.
  - The Board received public input from parents related to bullying, student discipline, and CMP’s Uniform Complaint Policy.

**Informational Items:** 6:00 p.m.

1. **Presentation:** Jim Young reviewed Board Roles, Officer Responsibilities, and Community Access.
Let the minutes reflect Wes Pepper joined the meeting at 6:38.

2. **Campus Reports:** Board members reviewed campus reports as submitted.
3. **Public Acknowledgement:** CMP-Shingle Springs Principal, Kim Zawilski, recognized staff and parent volunteers for their dedication and service to the CMP-Shingle Springs Campus.

**Consent Items**

1. **Minutes from the regular Governing Board Meeting of May 14, 2018** (Attachment #6)
   - Jennifer Rezentes made a motion to approve the Consent Agenda. Wes Pepper seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

**Informational Items:** 7:00 p.m.

1. **Presentation:** Cherie Cooney, Dean of Students, CMP-Shingle Springs provided a presentation on her ‘Dean’s Passion Project,’ implementation of a network-wide, Positive Behavior Intervention and Support Training (PBIS).
The Mission of the California Montessori Project is to offer a quality, tuition-free Montessori education that challenges our students to reach their full potential.

2. **Presentation:** Jonah and Whitney Matthewson (Upper Elementary School Teacher at CMP-American River) shared their vision of a Middle School Land Lab. The Matthewsons are currently developing their 50-acre farm into a hands-on, educational farming experience.

3. **Presentation:** Sara Meece, Middle School Teacher, CMP-American River, presented CMP’s Math Curriculum, with a focus on upper level math skills.

4. **General Report from the CMP Superintendent/Executive Director:** Executive Director Gary Bowman reported the following:
   - Gary recognized CMP’s Director of Program and Principals for their outstanding service on behalf of the CMP students, staff and families.
   - Gary invited Special Education Director, Shelley Carman, to report on the ‘Responding to School Violence through the Lens of Special Education Leaders Workshop’ she recently attended, along with Gary and other CMP Staff Members.
   - Facilities: CMP-CAP is collaborating with SCUSD on Prop 39 Energy Funds.
   - Staff Development: CMP will send a leadership team to the ‘ACSA Every Child Counts Symposium,’ with a focus on pupil services, special education and implicit bias. CMP is also working with authorizing school districts Departments of Equity for equity training. Dr. Jane Nelson (“Positive Discipline”) will be the featured presenter at CMP’s August Network In-Service, hosted at CMP-EG@BR.

5. **Presentation:** Lora Gonzalez, SELPA Director shared regulations, policies and practices regarding ‘School Discipline specific to Students with Disabilities.’

6. **Monthly Financial Update:** 8:51 p.m. A comparison of year-to-date budget vs. actuals and other fiscal indicators, provided by DMS. Karl Yoder (DMS) and Gary Bowman (CMP-Executive Director) presented an overview of the 2018-2019 budget reports.

**Action Items 9:03 p.m.**

1. **Board to Approve the 2018-2019 Budget for CMP–San Juan Campuses** (Attachment #8).
   - Wes Pepper made a motion to approve the 2018-2019 Budget for CMP–San Juan Campuses. Chris Clark seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

2. **Board to Approve the 2018-2019 Budget for CMP–Capitol Campus** (Attachment #9).
   - Chris Clark made a motion to approve the 2018-2019 Budget for CMP–Capitol Campus. Wes Pepper seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

3. **Board to Approve the 2018-2019 Budget for CMP–Elk Grove Campus** (Attachment #10).
   - Sara Meece made a motion to approve the 2018-2019 Budget for CMP–Elk Grove Campus. Wes Pepper seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

4. **Board to Approve the 2018-2019 Budget for CMP–Shingle Springs Campus** (Attachment #11).
   - Scott Porter made a motion to approve the 2018-2019 Budget for CMP–Shingle Springs Campus. Jennifer Rezentes seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

5. **Attendance Policy Update** (Attachment #12)
   - Chris Clark made a motion to approve the Attendance Policy as presented. Tamika L’Ecluse seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

6. **Field Trip Policy Update** (Attachment #13)
   - Dave Nelson made a motion to approve the Field Trip Policy as presented. Jennifer Rezentes seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

7. **Consideration of the 2018-2019 Instructional Minutes and Bell Schedule** (Attachment #14, #15)
Andrea Ridge made a motion to approve the revised 2018-2019 Instructional Minutes and Bell Schedule. Dave Nelson seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

8. **Seating of New Board Member: Parent Representative-San Juan Campus**
Andrea Ridge made a motion to approve the seating of Maggie Carmona as the Parent Representative-San Juan Campus for the July 1, 2018 – June 30, 2021 term. Chris Clark seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

9. **Seating of New Board Member: Network Teacher Representative**
Jennifer Rezentes made a motion to approve the seating of Sara Meece as the Network Teacher Representative for the July 1, 2018 – June 30, 2021 term. Chris Clark seconded the motion. Voice vote taken: 9 ayes, 0 noes, 1 abstention; motion carries.

10. **Appointment of Business Representative (1)**
Dave Nelson made a motion to approve the seating of Rob Henderson to serve as the Business Representative (1) effective July 1, 2018 thru June 30, 2021. Tamika L’Ecluse seconded the motion. Voice vote taken: 9 ayes, 0 noes, 1 abstention motion carries.

11. **Appointment of Community Representative**
Wes Pepper made a motion to approve the seating of Jenny Savakus to serve as the Community Representative effective July 1, 2018 thru June 30, 2021. Andrea Ridge seconded the motion. Voice vote taken: 9 ayes, 0 noes, 1 abstention motion carries.

12. **Appointment of Montessori Representative**
Sara Meece made a motion to approve the seating of Tamika L’Ecluse to serve as the Montessori Representative effective July 1, 2018 thru June 30, 2021. Jennifer Rezentes seconded the motion. Voice vote taken: 9 ayes, 0 noes, 1 abstention motion carries.

**Closed Session**
1. Public Employment: Title: Executive Director/Superintendent

**Re-Convene to Open Session**

**Action Items**
1. Board Approval/Ratification of Compensation Comparability Study for Executive Director/Superintendent Position
   Prior to any Board action to approve any decisions regarding executive compensation (including approval of base salary increases, incentive compensation, bonuses, etc.), the Board must first exercise due diligence (review of comparable compensation practices) to ensure compliance with IRS restrictions on excess compensation for nonprofit executives, including a charter school Executive Director (“ED”) and other positions with substantial influence over the affairs of the organization. The Board’s review and approval of the executive compensation must occur: initially upon hiring the executive; whenever the term of employment, if any, is renewed or extended; and whenever the officer’s compensation is modified. However, separate review and approval is not required if the modification of compensation extends to substantially all employees.
   The Board reviewed the Summary of Compensation and Benefits Survey Data for Executive Director which was prepared by Young, Minney & Corr. The study was used in part for a contract amendment for Gary Bowman, CMP Executive Director.
   - Dave Nelson made a motion to approve the compensation comparability study for Executive Director/Superintendent Position. Jennifer Rezentes seconded the motion. Voice vote taken: 9 ayes, 0 noes, 1 Abstention motion carries.

2. Board Chair: Required Oral Report Regarding Amendment to Executive Director/Superintendent employment contract for 2018-2019
Board Chair, Rob Henderson, provided the required oral report regarding the amendment to the Executive Director/Superintendent employment contract for 2018-2019: “As to the next item regarding approval of the addendum to the Executive Director’s employment contract (made and entered into as of May 8, 2017), I am required by law to indicate, prior to any vote on the contract, that the amendment to the Executive Director’s contract which covers July 1, 2018 through June 30, 2019 provides a base annual salary of $225,000. The amendment to the contract also provides for $12,000 toward annual employee health benefits and a $300 monthly automotive mileage expense allocation. All other paragraphs of the May 8, 2017 Executive Director’s employment agreement and all amendments thereto remain as stated in that agreement. I would also note that the annual salary is wholly in keeping with the compensation comparability study the Board has received. I am pleased to recommend approval of this contract and call for a vote on it.”

3. **Board Approval of Amendment to Executive Director/Superintendent Contract**
   - The Board approved the Amendment to the Executive Director/Superintendent Contract via roll call vote:
     - Rob Henderson: Yes
     - Dave Nelson: Yes
     - Jenny Savakus: Yes
     - Tamika L’Ecluse: Yes
     - Wes Pepper: Yes
     - Andrea Ridge: Yes
     - Christopher Clark: Yes
     - Scott Porter: Yes
     - Jennifer Rezentes: Yes
     - Sara Meece: Abstained

**Discussion Items**

1. Any Suggested Items for Discussion at Future Meetings presented by Board Members
   - James Hartley to review the UCP and see if there is one or two versions
   - 19/20 calendar and survey results

**Meeting Adjournment**

- Next Governing Board Meeting: Monday, August 13, 2018; CMP-Central Admin
  - Andrea Ridge made a motion to adjourn the June 11, 2018 regular meeting of the CMP the CMP-Governing Board. Wes Pepper seconded the motion. Voice vote taken: 10 ayes, 0 noes, motion carries.

**Public Notices**

This agenda was posted at least 72 hours in advance of the meeting at the Central Administration Office of the California Montessori Project, 5330-A Gibbons Rd, Ste 700, Carmichael, CA 95608 and at each of the California Montessori Projects campuses.

Any public records relating to an agenda item for open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at CMP-Central Administration 5330 Gibbons Drive, Suite 750, California 95608.

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