

CALIFORNIA MONTESSORI PROJECT
REGULAR MEETING OF THE GOVERNING BOARD
MARCH 11, 2013 Minutes

DATE: Monday, March 11, 2013
TIME: 6:30 pm
MEETING PLACE: CMP-Central Administration, 5330 A Gibbons Dr., Ste 700, Carmichael, CA 95608
(916) 971-2432
EMERGENCY CONTACT: Gary Bowman at (916) 204-0271

1. MEETING CALL TO ORDER AND ROLL CALL 6:33 PM

1.01 Roll Call	<input checked="" type="checkbox"/> Patrick Briggs	Parent Representative – Capitol
	<input checked="" type="checkbox"/> Kimberley Fletcher	Parent Representative – Elk Grove
	<input checked="" type="checkbox"/> Kalyca Green	Network Teacher Representative
	<input checked="" type="checkbox"/> Rob Henderson	Business Representative (Chairperson)
	<input type="checkbox"/> Dave Nelson	Parent Representative – Shingle Springs
	<input checked="" type="checkbox"/> Andrea Ridge	Parent Representative – San Juan
	<input checked="" type="checkbox"/> Jenny Savakus	Community Representative (Chief Financial Officer)

2. COMMUNICATION FROM PUBLIC/RECOGNITION 6:36 PM

2.01 Recognize meeting hosts Rob Henderson
Chairperson Rob Henderson recognized the Central Administration Team for hosting the board meeting.

2.02 Public Comment
None.

2.03 Public Acknowledgment
Gary acknowledged Shelley Carman (Special Education Co-ordinator) and Heather Stanley (Human Resources Generalist) for their exemplary contributions as employees at Central Administration. Gary also welcomed James Hartley and Nikki Hemphill as new members to the Central Administration Team.

3. CONSENT AGENDA 6:47 PM

3.01 Minutes from the Regular Governing Board Meeting of February 11, 2013
Jenny Savakus moved to approve the Consent Agenda, Patrick Briggs seconded the motion.
Voice vote taken: 6 ayes, 0 noes, motion approved.

The Board agreed to the Executive Director's request that Action Item 4.06 (**Staff Compensatory Packages: Classified Step and Column Increases**) and Action Item 4.07 (**Consideration of Transitional Kindergarten**) be moved up on the agenda and presented prior to the consideration of the Second Interim Budgets. The Board also agreed to the presentation by SJUSD Board Advisor, Linda Bessire, regarding the collaborative effort regarding the District's proposed Montessori High School.

On behalf of the San Juan Unified School District, Linda Bessire expressed appreciation for CMP's support in creating the District's first Montessori school (at Cottage Elementary), as well as the more extensive dialogue related to the creation of a District-run Montessori High School. She reported that a team from SJUSD will be visiting a public high school in Cincinnati, OH, and that CMP staff is currently working with SJUSD grant writer Nina Machina, to write and submit a \$250,000 PCSGP Dissemination Grant to CDE by the end of March. The District will use 2013-14 as a Planning Year, with the intent of opening the Montessori High School in 2014-15.

4. ACTION ITEMS 6:50 PM

4.06 Staff Compensatory Packages: Classified Step and Column Increases
Kalyca Green moved to approve the Classified Step and Column increase, Jenny Savakus second the motion.
Voice vote taken: 6 ayes, 0 noes, motion approved.

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- 4.07 Consideration of Transitional Kindergarten Enhancement** **James Hartley**
Student Services Coordinator James Hartley and CMP-CAR Principal Kim Aldridge provided the Board with the history and impact of the Transitional Kindergarten program. Along with the Executive Director, they are recommending that the program be implemented at the CMP-CAR and CMP-AR campuses. Andrea Ridge moved to approve the addition of Transitional Kindergarten for the CMP-San Juan Campuses (specifically CMP-American River and CMP-Carmichael), Kimberley Fletcher second the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.

Tami Johnson (Chief Business Official for Wheatland Business Services Department) and Gary Bowman presented the 2012-13 Second Interim Budget for the CMP Network.

- 4.01 Consideration of Second Interim 2012-2013 CMP – Capitol Campus Budget**
Kimberley Fletcher moved to approve the Second Interim report for CMP-Capitol Campus. Patrick Briggs seconded the motion Voice vote taken: 6ayes, 0 noes, motion approved.
- 4.02 Consideration of Second Interim 2012-2013 CMP – Elk Grove Campus Budget**
Jenny Savakus moved to approve the Second Interim report for CMP-Elk Grove Campus. Andrea Ridge seconded the motion Voice vote taken: 6ayes, 0 noes, motion approved.
- 4.03 Consideration of Second Interim 2012-2013 CMP – San Juan (American River/Carmichael/Orangevale Campuses) Budget**
Patrick Briggs moved to approve the Second Interim report for CMP-San Juan Campuses. Kalyca Green seconded the motion Voice vote taken: 6ayes, 0 noes, motion approved.
- 4.04 Consideration of Second Interim 2012-2013 CMP – Shingle Springs Campus Budget**
Jenny Savakus moved to approve the Second Interim report for CMP-Shingle Springs Campus. Patrick Briggs seconded the motion Voice vote taken: 6ayes, 0 noes, motion approved.
- 4.05 Authorize the Executive Director to obtain bridge financing, up to the amount of \$2,000,000, related to the construction of the new CMP-Elk Grove Facility on Bradshaw Road.**
The Board is requested to approve the Executive Director obtaining bridge financing, for cash flow purposes, up to the amount of \$2,000,000 for the purpose of construction of the CMP-Elk Grove campus. Executive Director Gary Bowman and Project Manager Phil Hendrix shared that the bridge loan accommodates delayed facilities funding from the state. Andrea Ridge moved to approve the authorization for the Executive Director to obtain bridge financing. Kalyca Green seconded the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.
- 4.08 Selection of Auditor for 2012-2013 School Year**
Board is requested to approve Vincenti, Lloyd, Stutzman LLP to conduct the independent audits of the California Montessori Project – Capitol Campus, California Montessori Project - Elk Grove Campus, California Montessori Project – San Juan Campuses, California Montessori Project – Shingle Springs Campus and California Montessori Project – Network for the 2012-2013 school year. Kalyca Green moved to approve the Selection of Auditor for 2012-2013 School Year, Kimberley Fletcher second the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.

5.	INFORMATIONAL ITEMS	8:14 PM
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- 5.01 Campus Reports**
Board members reviewed reports, as submitted by Campus Principals
- 5.02 General Report from the CMP Superintendent/Executive Director Gary Bowman**
- Development: Gary reported that SJUSD is moving forward on the development of their District-run Montessori High School. Currently, a collaborative team (CMP and SJUSD) is writing a PCSGP Dissemination Grant Application in support of the project.
 - Training: Gary has completed the first on-site phase of the CSDC CBO training. He is attending the training with Brenda Harter and Melissa Begley, of WSD Business Services Department.
 - Campus Visits: Technology/Rosetta Stone – Gary reported that he and Mary Percoski had completed 5 of 6 campus visits, and that they were impressed by the demonstration of technology usage at each

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of the schools. During the visits, students effectively used Rosetta Stone, Accelerated Math, Accelerated Reader, Math Fact in a Flash, Home Connect, and K to the 8th.

- CAT Update: Gary reported that a 6-member team is currently involved in an internal Departmental Review for Special Education
- Technology: Gary reported that the Tech Advisory Committee (TAC) had recently met, and that the IT team (Meredith and Jacky) are processing the 86 new computers that were purchased through the Proposition 30 funds, as approved by the Board.
- Form 700 Nikki distributed Form 700 and Conflict of Interest Forms to Board Members
- New Board member training at 6:00PM April's meeting

5.03 Safety Update

Julie Miller/Bernie Evangelista

Update will be provided at the April meeting

5.04 Report: Director of Program

Mickey Slamkowski

- Middle School Promotional Activities: Mickey reported that an 85% attendance rate is required for students to participate in the Middle School promotional activities.
- Parent/Staff Survey: Mickey reported that she is currently exploring Parent Survey tools utilized by other Montessori schools, with the anticipated goal of conducting the survey by the end of the current school year. The survey is, historically, reviewed by Principals and the Executive Director. CMP has not conducted a Staff Survey, in the past.
- PDP Update (Professional Development Plan): Mickey reported that Principals are conducting PDP observations and evaluations with their certificated instructional staff; Mickey utilizes a tracking tool to monitor the progress being made at each campus. She expressed confidence in the system that is in place, and with the progress the Principals are making in the process.

5.05 Staff Compensatory Packages: Retirement Plan

Heather Stanley

Heather Stanley, CMP's Human Resources Generalist, shared a PowerPoint presentation on CMP's proposed Classified Retirement Plans. She noted that the goals of a CMP Retirement Plan would be to honor full-time year round staff in finding a retirement plan that best serves both CMP and employees. She discussed the findings of her research, plan options, participant education, costs, and potential costs. **Gary Bowman noted that, through its meetings with various vendors, CMP has established a baseline for service costs, etc., and will continue to explore options. The continued goal is to provide a retirement package for classified staff, beginning in the 2013-14 school year.**

6.	DISCUSSION AGENDA	8:54 PM
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6.01	Identify vacancies at end of the year and establish a timeline for election/appointment.	
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Nikki Hemphill shared a timeline for CMP-EG Parent Rep. position, as follows: April 1st: Candidacy applications; April 15th: Candidacy Statements

6.02	Suggested Items for Discussion at Future Meetings presented by Board Members	
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- Board Member Orientation

7.	CORRESPONDENCE	8:59 PM
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7.01	Correspondence from the Public	
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Gary Bowman shared concerns expressed by CMP-CAP parents Natalie Browne and Karen Zamd.

8.	CLOSED SESSION	9:06 PM
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8.01	Closed Session – Executive Director's Evaluation	
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9.	RECONVENE TO OPEN SESSION	9:58 PM
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The Evaluation Team (Patrick Briggs and Andrea Ridge) will share the results with the Executive Director

10.	MEETING ADJOURNMENT	9:59 PM
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Kimberley Fletcher moved to adjourn the meeting, Patrick Briggs second the motion.

Voice vote taken: 6 ayes, 0 noes, motion approved.