

**CALIFORNIA MONTESSORI PROJECT**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
January 13, 2014 MINUTES

**DATE:** Monday, January 13, 2014  
**TIME:** 6:30 pm  
**MEETING PLACE:** CMP-Central Administration  
5330-A Gibbons Drive, Ste. 700,  
Carmichael, CA 95608  
**EMERGENCY CONTACT:** Gary Bowman at (916) 204-0271

**1. MEETING CALL TO ORDER AND ROLL CALL 6:34 PM**

<b>1.01 Roll Call</b>	<input 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 checked="" type="checkbox"/> Dave Nelson	Parent Representative – Shingle Springs (Vice-Chair)
	<input checked="" type="checkbox"/> Andrea Ridge	Parent Representative – San Juan
	<input checked="" type="checkbox"/> Jenny Savakus	Community Representative (Treasurer)

**2. COMMUNICATION FROM PUBLIC/RECOGNITION 6:35 PM**

**2.01 Recognition of Meeting Hosts (2 minutes)** **Rob Henderson**  
Rob Henderson thanked CMP Central Administration for hosting the meeting. Gary welcomed Linda Bessire.

**2.02 Public Comment** None.

**2.03 Public Acknowledgment** None.

**3. CONSENT AGENDA 6:40 PM**

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 this 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.

**3.01 Minutes from the Regular Governing Board Meeting of December 9, 2013**

**3.02 Minutes from the Regular Governing Board Meeting of December 20, 2013**  
Dave Nelson moved to approve the Consent Agenda, Kalyca Green seconded the motion.  
Voice vote taken: 6 ayes, 0 noes, motion approved.

**4. INFORMATIONAL ITEMS 6:37 PM**

**4.01 Campus Reports:** The Board reviewed Campus Reports as presented.

**4.02 Safety Update:** NIMS Training **James Hartley**  
James reported that 5 CMP Staff members will attend a NIMS Training, sponsored by SCOE, on January 15, 2014.

**4.03 Strategic Plan Update** **Julie Miller**  
Julie provided an update on CMP's Strategic Plan, noting that the team will be reviewing changes to the expected student learner outcomes and ensuring consistency with WASC criteria. Gary added that, as part of the process, the team is referencing CMP's source documents, as well as the Strategic Plans and Goals of our sponsoring districts,

**4.04 CMP-CAR Marketing Plan: Projections, Enrollment and Space Utilization** **Gary Bowman**  
Gary introduced the members of the Marketing Team, consisting of: Elizabeth Parks, James Hartley, Kim Aldridge, Kim Zawilski, Julie Miller, Kathleen Merz and himself. The presentation included an action plan with multi-year projections of budget and enrollment. Promotional Marketing Strategies include: additional banners on the La Sierra facilities, full page ads in Parent Magazine, distribution of flyers in local preschools, medical offices, libraries, markets etc. The slogan "It's free, It's public, It's Montessori" will be used to promote the school. Additional goals and strategies include the following: 1) Dedicated grade level tours 2) Optimization of square footage 3) Identification of operational benefits of a large campus 4) and Identification programmatic benefits of a large campus.

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- 4.05 General Report from the CMP Superintendent/Executive Director** **Gary Bowman**  
Topics may include school program, instruction, curriculum, budget, facilities, legal, legislature, finance, technology, and other categories pertaining to the daily operations of CMP.

- Facilities: CMP-SS Charter Renewal – Gary reported that a great team has contributed to the drafting of the CMP-SS Charter for renewal. THE BUSD Public Hearing is scheduled for February 19<sup>th</sup>.
- Facilities: Prop 55 Updates: Gary reported that final funding requests for the CMP-EG and CMP-SS projects have been submitted.

**5. ACTION ITEMS** **7:27 PM**

**5.01 Consideration of the 2014-2015 School Year Calendar**

**Comment:** Per discussion with the Round Table team and with CMP Administration, a 2014-2015 School Year Calendar has been drafted.

Dave Nelson moved to approve the 2014-15 School Year Calendar, as presented, Andrea Ridge seconded the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.

**5.02 Acceptance of the 2012-2013 Audits and Approval of the Findings Recommendations**

**Comment:** The 2012-2013 Audit reports have been delivered by VLS (Vicente, Lloyd and Stutzman). There were no findings in the 2012-2013 Audits.

Dave Nelson moved to approve the Acceptance of the 2012-13 Audits and Approval of the Findings Recommendations, Jenny Savakus seconded the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.

**5.03 Approval of Amendment to Section 5 of CMP Bylaws**

**Comment:** Pursuant to the December 9, 2013 Governing Board Meeting, adding an additional Business Community Member to the Board of Directors was discussed and recommended. Accordingly, Section 5 of the CMP Bylaws was revised to allow two Business Community Members and no more than fourteen Board Members total. This would become effective July 1, 2014. Roll call vote taken:

Rob Henderson – yay	Dave Nelson – yay
Kimberley Fletcher – yay	Jenny Savakus – yay
Andrea Ridge – yay	Kalyca Green - yay

The Approval of Amendment to Section 5 of CMP Bylaws was approved.

**5.04 Ratification of Property Ownership Contract for the CMP-SS Campus**

**Comment:** On Wednesday, December 18, 2013, a contract was executed by the Executive Director making CMP the owner of the 10 acres of property located at 4741 Buckeye Road, Shingle Springs, CA 95682.

Kalyca Green moved to approve the Ratification of Property Ownership Contract for the CMP-SS Campus, Andrea Ridge seconded the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.

**5.05 Ratification of Contract for Construction of New CMP-SS Campus**

**Comment:** Multiple Construction companies placed sealed bids that were received by a deadline of 3:00 P.M. on December 17, 2013 at CMP Central Administration. The law firm of: Kronick Moskovitz Tiedemann & Girard evaluated the proposals and provided recommendation to CMP staff and consultants. A contract was successfully negotiated and signed with the selected contractor being D G Granade Inc.

Jenny Savakus moved to approve the Ratification of Contract for Construction of New CMP-SS Campus, Kalyca Green seconded the motion. Voice vote taken: 5 ayes, 0 noes, 1 abstention (Dave Nelson), motion approved.

**5.06 Ratification of Contract for Inspection of CMP-Shingle Springs Campus**

**Comment:** Pursuant to the December 20, 2013 Governing Board Meeting, the a contract for a registered school construction inspector was signed by and between Gary Bowman, Executive Director of California Montessori Project and Dennis Dooley, d.b.a MHL Enterprises. MHL Enterprises will provide construction inspection services for the new CMP-Shingle Springs Campus, in accordance with the plans and specifications thereof and other provisions of the law.

Dave Nelson moved to approve the Ratification of Contract for Inspection of CMP-Shingle Springs Campus. Jenny Savakus seconded the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.

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- 5.07 Ratification of Contract for Purchase and Installation of 14 Classrooms for the CMP-SS Campus**  
**Comment:** Pursuant to the December 20, 2013 Governing Board Meeting and utilizing the piggy-back clause in the New Jerusalem contract, a total of 14 classrooms for the CMP-SS Campus will be ordered from and installed by Enviroplex, INC. The law firm of: Kronick Moskowitz Tiedemann & Girard evaluated the contract. Andrea Ridge moved to approve the Ratification of Contract for Purchase and Installation of 14 Classrooms for the CMP-SS Campus., Kalyca Green seconded the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.
- 5.08 Ratification of Contract for Materials Testing and Observation Services at CMP-SS Campus**  
**Comment:** Pursuant to the December 20, 2013 Governing Board Meeting, the Executive Director was granted the ability to negotiate and award the contract for materials testing and construction observation services for the new CMP-SS Campus. The selected services provider is Youngdahl Consulting Group Inc. Phil Hendrix requested that this item be tabled until next meeting.
- 5.09 Ratification of Contract for Construction of New Admin/Gymnasium at CMP-SS Campus**  
**Comment:** Pursuant to the December 20, 2013 and based on a preliminary services agreement, the Executive Director was granted the ability to negotiate and award the contract for the construction of the CMP-SS Administration Building and Gymnasium to Jeff Luchetti Construction (JLC). The law firm of: Kronick Moskowitz Tiedemann & Girard evaluated the contract. Dave Nelson moved to approve the Ratification of Contract for Construction of New Admin/Gymnasium at CMP-SS Campus, Jenny Savakus seconded the motion. Voice vote taken: 6 ayes, 0 noes, motion approved.

<b>6.</b>	<b>DISCUSSION AGENDA</b>	<b>7:43 PM</b>
<b>6.01</b>	<b>Restriction on Interested Persons as Directors</b>	
<b>6.02</b>	<b>Suggested Items for Discussion at Future Meetings Presented by Board Members</b>	None.
<b>7.</b>	<b>CORRESPONDENCE</b>	<b>7:52 PM</b>
<b>7.01</b>	<b>Correspondence from the Public</b>	None.
<b>8.</b>	<b>CLOSED SESSION</b>	<b>7:52 PM</b>
<b>9.</b>	<b>RECONVENE TO OPEN SESSION</b>	<b>7:52 PM</b>
<b>10.</b>	<b>MEETING ADJOURNMENT</b>	<b>7:53 PM</b>

**Next Meeting:** February 10, 2013 at CMP-Elk Grove @ Bradshaw

Kalyca Green moved to adjourn the meeting, Jenny Savakus seconded the motion.  
Voice vote taken: 6 ayes, 0 noes, motion approved.