

CALIFORNIA MONTESSORI PROJECT
REGULAR MEETING OF THE GOVERNING BOARD
June 10, 2013 MINUTES

DATE: Monday, June 10, 2013
TIME: 6:30 pm
MEETING PLACE: CMP-Carmichael Campus, 5330 Gibbons Dr., Ste 750, Carmichael, CA 95608
EMERGENCY CONTACT: Gary Bowman at (916) 204-0271

- | | | | | | | | | | | | | | | | | |
|--|--|--|---|---------------------------------|--|-----------------------------------|--|--------------------------------|---|---------------------------------------|---|---|---------------------------------------|----------------------------------|---|--|
| 1. | MEETING CALL TO ORDER AND ROLL CALL | 6:42 PM | | | | | | | | | | | | | | |
| 1.01 | Roll Call | <table border="0"><tr><td>☐ Patrick Briggs</td><td>Parent Representative – Capitol</td></tr><tr><td>☒ Kimberley Fletcher</td><td>Parent Representative – Elk Grove</td></tr><tr><td>☒ Kalyca Green</td><td>Network Teacher Representative</td></tr><tr><td>☒ Rob Henderson</td><td>Business Representative (Chairperson)</td></tr><tr><td>☒ Dave Nelson</td><td>Parent Representative – Shingle Springs</td></tr><tr><td>☐ Andrea Ridge</td><td>Parent Representative – San Juan</td></tr><tr><td>☒ Jenny Savakus</td><td>Community Representative (Chief Financial Officer)</td></tr></table> | ☐ Patrick Briggs | Parent Representative – Capitol | ☒ Kimberley Fletcher | Parent Representative – Elk Grove | ☒ Kalyca Green | Network Teacher Representative | ☒ Rob Henderson | Business Representative (Chairperson) | ☒ Dave Nelson | Parent Representative – Shingle Springs | ☐ Andrea Ridge | Parent Representative – San Juan | ☒ Jenny Savakus | Community Representative (Chief Financial Officer) |
| ☐ Patrick Briggs | Parent Representative – Capitol | | | | | | | | | | | | | | | |
| ☒ Kimberley Fletcher | Parent Representative – Elk Grove | | | | | | | | | | | | | | | |
| ☒ Kalyca Green | Network Teacher Representative | | | | | | | | | | | | | | | |
| ☒ Rob Henderson | Business Representative (Chairperson) | | | | | | | | | | | | | | | |
| ☒ Dave Nelson | Parent Representative – Shingle Springs | | | | | | | | | | | | | | | |
| ☐ Andrea Ridge | Parent Representative – San Juan | | | | | | | | | | | | | | | |
| ☒ Jenny Savakus | Community Representative (Chief Financial Officer) | | | | | | | | | | | | | | | |
| 2. | PUBLIC HEARING | 6:45 PM | | | | | | | | | | | | | | |
| | Public Hearing: Proposition 30: Education Protection Account (EPA) Funding
Business Manager Tami Johnson and Executive Director Gary Bowman provided information session. | Tami Johnson | | | | | | | | | | | | | | |
| 3. | SECOND ROLL CALL (SAME) | 7:00 PM | | | | | | | | | | | | | | |
| 4. | ACTION ITEMS | 7:01 PM | | | | | | | | | | | | | | |
| 4.01 | Board to Approve Use of Proposition 30 Education Protection Account (EPA) Funding
Comment: The voters approved Proposition 30, the Schools and Local Public Safety Protection Act of 2012, on November 6, 2012. The District must hold a public hearing to determine the use of the funds, which must be non-administrative. Since these funds do not represent additional new monies, the purpose of the hearing is to determine which expenditures to restrict to the new EPA designation.
Recommendation: The Board is requested to approve CMP's use of the EPA Funding as presented. (Attachment #1,2,3,4,5,6)
Dave Nelson moved to approve the EPA Funds, Jenny Savakus seconded the motion.
Voice vote taken: 5 ayes, 0 noes, motion approved.

7:03PM – Business Manager Tami Johnson and Executive Director Gary Bowman provided the Budget Report.
ACTION ITEMS (continued) at 7:37 PM | | | | | | | | | | | | | | | |
| 4.02 | Board to Approve the 2013-2014 Budget and the Revisions to the 2012-2013 Estimated Actuals for CMP – Capitol Campus
Comment: The Executive Director has consulted with Wheatland Business Services in the design of the 2013-2014 Budget and the revisions to the 2012-2013 Estimated Actuals for CMP – Capitol Campus. (Attachment #7,8)
Recommendation: The Board is requested to approve the 2013-2014 Budget & the 2012-2013 Estimated Actuals for CMP – Capitol Campus.
Dave moved to approve the motion, Jenny Savakus seconded the motion.
Voice vote taken: 5 ayes, 0 noes, motion approved. | | | | | | | | | | | | | | | |
| 4.03 | Board to Approve the 2013-2014 Budget and the Revisions to the 2012-2013 Estimated Actuals for CMP – Elk Grove Campus
Comment: The Executive Director has consulted with Wheatland Business Services in the design of the 2013-2014 Budget and the revisions to the 2012-2013 Estimated Actuals for CMP – Elk Grove Campus. (Attachment #9)
Recommendation: The Board is requested to approve the 2013-2014 Budget & the 2012-2013 Estimated Actuals.
Kalyca Green moved to approve the motion, Kimberley Fletcher seconded the motion.
Voice vote taken: 5 ayes, 0 noes, motion approved. | | | | | | | | | | | | | | | |
| 4.04 | Board to Approve the 2013-2014 Budget and the Revisions to the 2012-2013 Estimated Actuals for CMP – San Juan Campuses
Comment: The Executive Director has consulted with Wheatland Business Services in the design of the 2013-2014 Budget and the revisions to the 2012-2013 Estimated Actuals for CMP-San Juan Campuses.(Attachment #10)
Recommendation: The Board is requested to approve the 2013-2014 Budget & the 2012-2013 Estimated Actuals for the CMP – San Juan Campuses.
Dave Nelson moved to approve the motion, Jenny Savakus seconded the motion.
Voice vote taken: 5 ayes, 0 noes, motion approved. | | | | | | | | | | | | | | | |

CALIFORNIA MONTESSORI PROJECT

REGULAR MEETING OF THE GOVERNING BOARD

June 10, 2013 MINUTES

- 4.05 Board to Approve the 2013-2014 Budget and the Revisions to the 2012-2013 Estimated Actuals for CMP – Shingle Springs Campus**
Comment: The Executive Director has consulted with Wheatland Business Services in the design of the 2013-2014 Budget and the revisions to the 2012-2013 Estimated Actuals for CMP – Shingle Springs Campus. (Attachment #11)
Recommendation: The Board is requested to approve the 2013-2014 Budget & the 2012-2013 Estimated Actuals for CMP – Shingle Springs Campus.
 Jenny Savakus moved to approve the motion, Kalyca Green seconded the motion.
 Voice vote taken: 5 ayes, 0 noes, motion approved.
- | | | |
|-------------|--|----------------------|
| 5. | COMMUNICATION FROM PUBLIC/RECOGNITION | 7:39 PM |
| 5.01 | Recognition of meeting hosts (2 minutes) | Rob Henderson |
| 5.02 | Public Comment | |
| | This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Governing Board regarding matters not on the Agenda but within the Governing Board's subject matter jurisdiction. The Governing Board is not allowed to take action on any item which is not on the agenda, except as authorized by Government Code Section 54954.2. | |
| | Members of the public provided communications regarding 1) Common Core and 2) teacher appreciation | |
| 5.03 | Public Acknowledgment (8 minutes) | |
| | This portion of the meeting is set aside to acknowledge outstanding staff and parents for their extraordinary contributions to the campus and/or the school at large. | |
| 6. | CONSENT AGENDA | 8:09 PM |
| 6.01 | Minutes from the Regular Governing Board Meeting of May 13, 2013 (Attachment #12) | |
| 6.02 | Approval of 2013-2014 CMP-Network Instructional Minutes and Bell Schedule, including revised CMP-Elk Grove Instructional Minutes and Bell Schedule (Attachment #13) | |
| 6.03 | Approval of 2013-2014 CMP-Elk Grove Revised Calendar (Attachment #14) | |
| 6.04 | Annual Approval of Authorization of Six (6) CMP Staff Members as Confidential Designees for Matters Relative to Free and Reduced Lunch Data Collection | |
| | <ul style="list-style-type: none"> • Gary Bowman, Executive Director • Mary Percoski, Information Systems Manager • James Hartley, Student Services Coordinator • Heidi Speiss, Administrative Assistant • Carrie Klagenberg, Administrative Assistant • Stephanie Garrettson, Departmental Consultant | |
| | Dave moved to approve the Consent Agenda, Jenny Savakus seconded the motion.
Voice vote taken: 4 ayes, 0 noes, motion approved. Kalyca Abstained | |
| 7. | INFORMATIONAL ITEMS | 8:12 PM |
| 7.01 | Campus Reports | Kim Aldridge |
| | An opportunity for the site Principals to share site specific information, which may include: site configuration, enrollment numbers, waiting list, events and new developments. (Attachment #15,16,17,18,19)
Kim Aldridge provided an update of the CMP-Carmichael campus. | |
| 7.02 | Safety Update: Kathleen provided an update on the A.L.I.C.E Training | Kathleen Merz |
| 7.03 | General Report from the CMP Superintendent/Executive Director (15 minutes) | 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.
Executive Director Gary Bowman provided updates for the following topics: | |
| | <ul style="list-style-type: none"> • Facilities: CMP-CAR Renovation (CRPD); CMP-EG @ EG Renovation/Portables (CCSD) • Facilities: CMP SS/EG Prop 55 Update: OPSC Conversion Requests • Facilities: CMP-EG @ Bradshaw Rd. Construction Update • Personnel: Classified Staff: Retirement Plan/Affordable Care Act • Development: SCUSD Montessori School • Development: SJUSD Montessori High School; PCSGP/AMS Presentation; SJCL • Development: CMP-SS Charter Renewal (BUSD) • Development: CMP-EG Annual/Safety Report (EGUSD) • Operations: Departmental Review Updates (Special Education/Technology) | |

CALIFORNIA MONTESSORI PROJECT
REGULAR MEETING OF THE GOVERNING BOARD
June 10, 2013 MINUTES

- Other – 8th Grade Graduations
-

8.	ACTION ITEMS CONT.	8:47 PM
8.01	Approval of CMP-Homeless Policy Comment: Per United States Code, Title 42, 11431-11435 McKinney-Vento Homeless Assistance Act, California Montessori Project (CMP) will ensure that homeless students will have equal access to the same free and appropriate public education provided to all other students enrolled within our network. CMP will provide homeless students the same challenging academic standards and will not segregate on the basis of the student's homeless status nor will homeless students be stigmatized in any way. Recommendation: In compliance with state and federal guidelines, The CMP Governing Board is requested to approve the aforementioned CMP-Homeless Policy. (Attachment #20) Dave Nelson moved to approve the motion, Kalyca Green seconded the motion. Voice vote taken: 5 ayes, 0 noes, motion approved. James Hartley, Student Services co-ordinator and CMP's 'homeless liason', provided a brief presentations	
8.02	Approval to Apply for Class Size Reduction Funds for the 2013-2014 School Year Comment: This year's budget reflects a decrease in the CSR student to teacher ratio to 22:1. Board approval will allow CMP to claim CSR monies as appropriate. CMP-Shingle Springs will continue to operate at a ratio of 20:1. CMP-San Juan (CAR/AR/OR) and CMP-Elk Grove (EG/Bradshaw) are planning to operate at a ratio of 22:1. Recommendation: The Board is requested to provide approval to apply for CSR funds for the 2013-2014 school year. Dave Nelson moved to approve the Consent Agenda, Jenny Savakus seconded the motion. Voice vote taken: 5 ayes, 0 noes, motion approved. Following the vote, an amended vote was taken to reflect a 23:1 ratio at the CMP-CAP campus. Rob moved to approve the amended motion, Kim Fletcher seconded the motion. Voice vote taken: 5 ayes, 0 noes, amended motion approved.	
8.03	CMP Network Sick Leave Benefits Policy: Amended Language Comment: The Executive Director submits his recommendation for this amendment to acknowledge and honor the long-term commitment of CMP staff that are choosing to take a planned break in service, and/or requesting a reduced work schedule with the intent of returning to full-time status at a future date. Recommendation: The Board is requested to approve the amended language to CMP's Sick Leave Benefits policy dated 07/01/2013. (Attachment #21) Dave Nelson moved to approve the motion, Jenny Savakus seconded the motion. Voice vote taken: 4 ayes, 0 noes, motion approved. Kalyca Abstained.	
8.04	Public Comment Procedure: Revised 'Request to Speak' Card Comment: At the Governing Board meeting held on May 13, 2013, the current procedure in place regarding Public Comment was reviewed and revised with input from the board. Recommendation: The Board is requested to approve the revised version of the 'Request to Speak' card regarding the Public Comment Procedure currently in place by CMP. (Attachment #22) Kalyca Green moved to approve the motion, Kimberley Fletcher seconded the motion. Voice vote taken: 5 ayes, 0 noes, motion approved.	
8.05	Revised Parent Handbook Dispute Resolution Procedure Comment: At the Governing Board meeting held on May 13, 2013, the current procedure in the CMP Parent Handbook (Page 44) regarding Dispute Resolution, was reviewed and revised with input from the board. Recommendation: The Board is requested to approve the revised version of the CMP Parent Handbook Dispute Resolution Procedure. (Attachment #23) Dave moved to approve the motion, Kalyca seconded the motion. Voice vote taken: 5 ayes, 0 noes, motion approved.	
8.06	Revised Employee Handbook Dispute Resolution Procedure	

CALIFORNIA MONTESSORI PROJECT
REGULAR MEETING OF THE GOVERNING BOARD

June 10, 2013 MINUTES

Comment: At the Governing Board meeting held on May 13, 2013, the current procedure in the CMP Employee Handbook (Page 78-79) regarding Dispute Resolution, was reviewed and revised with input from the board.

Recommendation: The Board is requested to approve the revised version of the CMP Employee Handbook Dispute Resolution Procedure. (Attachment #24)

Jenny Savakus moved to approve the Consent Agenda, Kimberley Fletcher seconded the motion.

Voice vote taken: 5 ayes, 0 noes, motion approved.

8.07 Ratification of Cosumnes Community Services District Lease Agreement

Comment: The term of this Lease for certain real property and improvements located at 8828 Elk Grove Boulevard, Elk Grove, California, shall be effective commencing on July 1, 2013 and shall expire at midnight on that same day five (5) years from the effective date.

Recommendation: The Board is requested to ratify the Lease Agreement, by and between Cosumnes Community Services District and California Montessori Project. (Attachment #25)

Dave Nelson moved to approve the motion, Kalyca Green seconded the motion.

Voice vote taken: 5 ayes, 0 noes, motion approved.

8.08 Ratification of La Sierra Community Center Lease Agreement

Comment: The term of this Lease for Premises "A" and Premises "B" suites shall be for sixty months, commencing on July 1, 2013 and terminating on June 30, 2018.

Recommendation: The Board is requested to ratify the La Sierra Community Center Lease Agreement, by and between Carmichael Recreation and Park District and California Montessori Project. (Attachment #26)

Kalyca Green moved to approve the motion, Jenny Savakus seconded the motion.

Voice vote taken: 5 ayes, 0 noes, motion approved.

8.09 Ratification of Contract for Construction of New CMP-Elk Grove Campus

Comment: Multiple Construction companies placed sealed bids that were received by a deadline of 2:00 P.M. on April 4, 2013 at the CMP Central Administration building. The law firm of: Kronick Moskowitz Tiedemann & Girard, prepared a blind selection process which was evaluated by CMP staff and consultants on Monday, April 8, 2013 with the recommendation of the selected contractor being Simile Construction Service, Inc.

Recommendation: The Board is requested to ratify the signed contract for the construction of the new CMP-Elk Grove buildings with Simile Construction Service, Inc. (Attachment #27,28)

Dave Nelson moved to approve the motion, Kimberley Fletcher seconded the motion.

Voice vote taken: 5 ayes, 0 noes, motion approved.

8.10 Board to Select 2013-2014 Annual Retreat Meeting Date

Comment: The Board holds an annual retreat.

Recommendation: The Board is requested to select a date for the 2013-2014 annual retreat.

The Board secretary will survey Board members to determine a date for the Retreat. No Action Taken.

9.	DISCUSSION AGENDA	9:19 PM
9.01	Suggested Items for Discussion at Future Meetings presented by Board Members	NONE
10.	CORRESPONDENCE	9:19 PM
10.02	Correspondence from the Public	NONE
11.	CLOSED SESSION	9:19 PM
12.	RECONVENE TO OPEN SESSION	9:19 PM
13.	MEETING ADJOURNMENT	9: 20 PM

Reminder: There will not be a July Governing Board Meeting

Meetings will reconvene: August 12, 2013 at CMP - Shingle Springs Campus

Dave Nelson moved to approve the Consent Agenda, Kalyca Green seconded the motion.

Voice vote taken: 5 ayes, 0 noes, motion approved.

CALIFORNIA MONTESSORI PROJECT
REGULAR MEETING OF THE GOVERNING BOARD
June 10, 2013 MINUTES