

California Montessori Project

Regular meeting of the Governing Board

September 12, 2022

Meeting Information

- **Date:** Monday, September 12, 2022
- **Time:** 6:00 p.m.
- **Location:** CMP-Carmichael, 5325 Engle Road, Ste 200, Pacific Room, Carmichael, CA 95608
- **Remote Locations**
 - **CMP-American River:** 6838 Kermit Lane, Fair Oaks, CA 95628
 - **CMP-Capitol:** 2635 Chestnut Hill Drive, Sacramento, CA 95826
 - **CMP-Elk Grove @ Bradshaw:** 9649 Bradshaw Road, CA 95624
 - **CMP-Elk Grove @ Elk Grove Blvd:** 8828 Elk Grove Blvd, Suite 4, CA 95624
 - **CMP-Shingle Springs:** 4709 Buckeye Road, Shingle Springs, CA 95682
 - **CMP-Orangevale:** 6545 Beech Avenue, Orangevale, CA 95662
- **Zoom link:**
- <https://us02web.zoom.us/j/84728078918?pwd=rRFA62yGesmxiCqblXqJV3Q0Y14sSR.1>
Passcode: n1gJpf
- One tap mobile: US: 1 (669) 900-6833, 1 (253) 215-8782
Telephone: 1 (669) 900-6833, 1 (253) 215 8782, 1 (346) 248-7799, 1 (312) 626-6799, 1 (646) 558-8656
Webinar ID: 829 7134 1078; Passcode: 482573
International numbers available: <https://us02web.zoom.us/u/kdrz1Iys8S>
- **Emergency Contact:** Brett Barley (408) 489-3906 or Carrie Klagenberg (916) 971-2432 ext. 100

The CMP Governing Board currently conducts in-person Governing Board Meetings from the CMP-Carmichael Campus in the Pacific Room with an opportunity to join via Zoom at any of the CMP School Sites allowing for stakeholders to attend, and provide public comment, from their local campus. Each site will have two representatives (campus monitors) hosting the site meeting space. Upon arrival at your local campus, please look for signs directing you to the meeting room.

In alignment with CDPH Guidelines masking is strongly recommended.

Stakeholders may also join via Zoom from any alternate location and provide live public comment from that location.

If you are attending at one of the physical locations and have a public comment, please fill out the [Speaker Card](#) and hand it to your campus monitor, or Board Secretary. If you are attending from any alternate location and have public comment, please submit public comment through the Google Form here: [Request to Address the Governing Board](#). Both forms can also be located on the Governing Board Page of the [CMP Website](#).

If you wish to submit a public comment on more than one agenda item, please submit a separate form for each item on which you are commenting. Note, speaker cards can be submitted up until an item has a motion made on it. Speakers will be called to the microphone by campus and via Zoom per agenda item.

All public comments will be limited to three (3) minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. Under the Ralph M. Brown Act, the Board is unable to respond to any individual comments or questions regarding items not on the agenda; however, the Board listens carefully to, and reads, all public comments and appreciates community input and participation. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

Under the Ralph M. Brown Act, the Board is unable to respond to any individual comments or questions regarding items not on the agenda; however, the Board listens carefully to all public comments and appreciates community input and participation.

Access to Board Materials: A copy of the written materials, which will be submitted to the Board, may be reviewed by any interested persons on the California Montessori Project's website along with this agenda, following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (916) 971-2432 ext. 100. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

Agenda

Meeting Call to Order and Roll Call: 6:00pm

Board Member Names and Titles for Roll Call		
	Open - Business Representative 1	Renée Dall - Parent Representative, San Juan
	Open - Business Representative 2	Marwa Helmy - Parent Representative, Capitol
	Tracey Weinstein - Charter Representative	Ric Reyes - Parent Representative, Elk Grove
	Mickey Slamkowski - Montessori Representative	Jodi Mottashed - Parent Representative, Shingle Springs
	Amber Busby - Community Representative	

Communication from the Public: 6:05pm

- **Public Comment:** This portion of the meeting is set aside for members of the audience to address the Governing Board regarding matters not on the Agenda but within the Governing Board's subject matter jurisdiction. These presentations are limited to three (3) minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Governing Board is not allowed to act on any item which is not on the agenda, except as authorized by Government Code Section 54954.2.

Consent Items: 6:20pm

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 these 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.

1. **Minutes from the Regular Governing Board Meeting of August 8, 2022** (Attachment #1)
2. **Pay Scale: Substitute Rate Sheet** (Attachment #2)
3. **Pay Scale: School Psychologist Intern Rate Sheet** (Attachment #3)

Informational Items: 6:25pm

1. **Campus Reports:** An opportunity for the site Principal to share site-specific information, which may include site configurations, enrollment numbers, wait list, events and new developments (Attachments #4, #5, #6, #7, #8, #9). CMP-Elk Grove presenting.
2. **Measure G:** Advisory Board Chair, Joyce Carroll
3. **Public Acknowledgement:** This portion of the meeting is set aside to acknowledge outstanding members of the CMP Community for their extraordinary contributions to the California Montessori Project.
4. **General Report from the CMP Superintendent:** Topics will include updates and reminders on extreme weather guidelines and air quality policies and may include school program, special education, curriculum/instruction, budget, facilities, finance/fiscal, Human Resources, staff development, legal, legislative, technology, and other categories pertaining to the daily operations of CMP.
5. **Food Program Updates:** Joanne Ahola
6. **Business Representatives Search Update:** Amber Busby
7. **Monthly Financial Update** (Attachment #10): Sabrina Silver and Bryce Fleming (EdTec)

Action Items: 7:30pm

1. **Consideration of the 2021-2022 California Montessori Project – Capitol Unaudited Actuals** (Attachment #11)
 - **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project – Capitol, subject to review and adjustments by the auditors.
 - **Recommendation:** The CMP Governing Board is requested to approve the 2021-2022 California Montessori Project – Capitol Unaudited Actuals.

2. **Consideration of the 2021-2022 California Montessori Project – Elk Grove Unaudited Actuals** (Attachment #12)
 - **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project–Elk Grove, subject to review and adjustments by the auditors.
 - **Recommendation:** The CMP Governing Board is requested to approve the 2021 - 2022 California Montessori Project – Elk Grove Unaudited Actuals.

3. **Consideration of the 2021-2022 California Montessori Project – San Juan Unaudited Actuals** (Attachment #13)
 - **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project–San Juan, subject to review and adjustments by the auditors.
 - **Recommendation:** The CMP Governing Board is requested to approve the 2021 - 2022 California Montessori Project – San Juan Unaudited Actuals.

4. **Consideration of the 2021-2022 California Montessori Project – Shingle Springs Unaudited Actuals** (Attachment #14)
 - **Comment:** Brett Barley, Bryce Fleming, and Sabrina Silver will provide a brief summary of the 2021 - 2022 Unaudited Actuals for California Montessori Project – Shingle Springs, subject to review and adjustments by the auditors.
 - **Recommendation:** The CMP Governing Board is requested to approve the 2021 - 2022 California Montessori Project – Shingle Springs Unaudited Actuals.

5. **2022-2023 Instructional Minutes** (Attachment # 15)
 - **Comment:** CMP now offers lunch and breakfast programs at each of its sites. As a result, CMP needs to add 15 minutes on minimum days to allow students time to eat lunch before they are dismissed at the Elk Grove and Shingle Springs Campuses.
 - **Recommendation:** The Board is requested to approve the updated 2022-2023 Instructional Minutes as presented.

6. **CMP Personnel Handbook** (Attachment #16)
 - **Comment:** The Central Admin Operations Team, along with campus leadership updated the Personnel Handbook in alignment with new legislation, CMP policy and best practices.
 - **Recommendation:** The Board is requested to approve the personnel handbook as presented.

7. **Approval of Update to CMP Bylaws** (Attachment #17)
 - **Comment:** Consideration and approval of revision of Bylaws.
 - **Recommendation:** The Board is requested to approve the revised Bylaws.

8. **Independent Study Policy** (Attachment #18)
 - **Comment:** CMP’s Independent Study Policy has been updated in accordance with recently enacted legislative changes to Independent Study.
 - **Recommendation:** The Board is requested to approve the updated Independent Study Policy as presented.

9. Human Resource Analyst & Credential Auditor Pay Scale (Attachment #19)

- **Comment:** The Human Resources Team is currently staffed by two Human Resource Specialists. One of these team members has expanded their job responsibilities to now include credentialing and permit expertise to ensure CMP is in compliance requirements for all credentialed staff. After a review of our local school districts, it became clear they have a specific title and pay scale for this role, most often called "Human Resources Analysts and Credential Auditors", and are paid as salary-exempt employees.
- **Recommendation:** The Board is requested to approve the Human Resources & Credentialing Auditor Pay Scale.

10. Election of President of the Governing Board

- **Comment:** CMP received clarity that the President of the Governing Board should be elected annually.
- **Recommendation:** Members of the Governing Board are requested to elect Superintendent Brett Barley as President of the Board which is consistent with historical practice.

11. Election of Secretary of the Governing Board

- **Comment:** CMP received clarity that the Secretary of the Governing Board should be elected annually.
- **Recommendation:** Members of the Governing Board are requested to elect Carrie Klagenberg as Secretary of the Board which is consistent with historical practice.

12. Election of Treasurer of the Governing Board

- **Comment:** CMP received clarity that the Treasurer of the Governing Board should be elected annually and can be a CMP employee.
- **Recommendation:** Members of the Governing Board are requested to elect Joanne Ahola as Treasurer of the Board as her job responsibilities align with the responsibilities of the Treasurer role.

Discussion Items: 8:30pm

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

Meeting Adjournment: 8:40pm

- **Recommendation:** The Board is requested to approve the adjournment of the September 12, 2022 regular Meeting of the California Montessori Project Governing Board.

Upcoming Governing Board Meetings:

- **2022-2023 School Year:** 10/10/22 (SS Hosting); 11/5/22 (Retreat); 12/12/22 (AR Hosting); 1/9/23 (OR Hosting); 2/13/23; 3/13/23 (CAR Hosting); 4/17/23; 5/8/23 (CAP Hosting); 6/12/23

Public Notices

A video or audio tape recording may be made at any Board meeting. A recording is being made at the beginning of the meeting, and the recorder shall be placed in plain view of all persons present, insofar as possible.