



GOVERNING BOARD MEETING MINUTES
 DIXON MONTESSORI CHARTER SCHOOL
 355 N. ALMOND ST. DIXON, CA 95630
 SEPTEMBER 27TH, 6:30PM REGULAR MEETING

A Passion for Excellence

Mission

DMCS emphasizes academic excellence and discovery within an environment that nurtures each student to achieve their individual greatest potential.

Vision

Confident in their individual strengths and skills and with a passion for exploration, DMCS students enthusiastically strive to be their best and positively impact the world around them.

Values

Collaboration Integrity Sustainability Enthusiasm Innovative

Full Board Agenda

- A. Call to Order – 6:32 PM
- B. Adjourn to Closed Session
 - a. Public Employee Evaluation
 - i. Title: Director
- C. Adjourn to Open Session
 - a. Announcements from Closed Session
 - i. Nothing to report and no actions taken.
 - ii. The meeting was called to order by the Board Chair at 7:08 PM.
 - b. Pledge of Allegiance
 - c. Roll Call
 - i.

Trustee	Presence
Dennis Ballance (Board Chair)	Present
Mary Ann Courville (Treasurer)	Absent
Dean Crechriou (Secretary)	Present
Kyle Felix (Vice Chair)	Present
Greg Tripp	Present
Yvette Seibert	Present
Joanne Green (Director)	Present

- D. Approval of Agenda
 - a. **MOTION** to approve agenda without amendments made by Dean Crechriou, seconded by Dennis Ballance. Motion carries, vote of 5-0.
- E. Special Presentations
 - a. Students from Mr. Stevenson’s 4/5 class appeared at the meeting and made a presentation about current social studies projects.
- F. Public Comments
 - a. There were no comments from the public.
- G. Consent Agenda

- a. DMCS Warrant report for August, 2016.
 - i. Ms. Joanne commented that the warrants are larger for the month of August due to curriculum orders and because the \$500 classroom donations were spent in the month of August.
 - b. Meeting Minutes for August 30th, 2016.
 - i. Dennis Balance asked that the request by Dean Crechriou at the August 30th Board Meeting for more information regarding item J-C be included in the minutes.
 - c. **MOTION** to approve the consent agenda with amendments made by Greg Tripp, seconded by Yvette Seibert. Motion carries, vote of 5-0
- H. Communications and Five Minute Reports
- a. Board Member Nominations – *Individuals may ask questions about serving on the Board, and individuals who have submitted a nomination form will be introduced to the Board.*
 - i. No questions and no nominations to consider at this time.
 - ii. There is currently one open Board seat available. Ms. Joanne made the suggestion that teachers nominate parents as potential Board members and that the school print up half-sheets to hand out to parents during conference week.
 - b. Student Body Report – *This is a report from a representative of the student body organization. (Student Representative)*
 - i. Middle School student Carson Schene updated the Board on recent Middle School Leadership activities.
 - c. PTO Report (**PTO Chair**)
 - i. Brian Horak updated the Board on recent PTO activities, including updates on the first PTO meeting of the year and PTO fundraising efforts.
 - d. Special Ed Report (**Amy Valenzuela**)
 - i. There are currently 54 active IEP's with 2 pending.
 - e. Staff Report (**Lara Perfecto**)
 - i. 2/3 Teacher Lara Perfecto updated the Board on recent Staff activities, including updates on the Star Spangled Banner Sing.
 - f. Middle School Report (**April Kemp**)
 - i. April Kemp updated the Board on recent Middle School activities.
 - g. Dean of Students Report (**Ben Ernest**)
 - i. Ben Ernest updated the Board about PBIS implementation, Kickboard, and the amount of behavior referrals.
 - h. Director's Report (**Joanne Green**)
 - i. Ms. Joanne presented her Director's Report in a new format which incorporates the new school goals and priorities. Dennis Ballance made the suggestion that a having a master document would be helpful to cross-reference with the goals and priorities.
 - ii. Enrollment is currently 407.
 - iii. A Special Meeting was scheduled for October 3rd at 5:30 PM to review Brown Act procedures with the new Board members.
- I. Board Reports
- a. Finance Committee
 - i. Ms. Joanne presented the unaudited actuals and pointed out things to look for to the new Board members.
 - ii. Dean Crechriou requested that the unaudited actuals document be reformatted. Dean would like to see a new column added to the document that contains prior year actuals so a

comparison can be made to current year actuals. Ms. Joanne will request this new format from DMS.

b. Charter Advisory Committee

- i. Ms. Joanne and Dean Crechriou met to discuss the agenda for the upcoming meeting scheduled for Oct. 13th, 2016.

J. The Board will discuss and/or take action on the following items

- a. Staff Benefits Package for October Open Enrollment Presentation- *The Board will receive information, discuss the employee benefit package and take action for approval.*

INFORMATION/DISCUSSION/APPROVAL (10 minutes – Joanne Green)

- i. Some Board members felt the format of the Staff Benefits Package document was confusing and would like Bespoke Benefits to alter the document to make it easier to understand. Ms. Joanne will request the change.
- ii. **MOTION** to approve the above action item without amendments made by Yvette Seibert, seconded by Dean Crechriou. Motion carries, vote of 4-0 with Greg Tripp recusing himself.

- b. Student Achievement- *The Board will discuss and take action on issues related to improving student achievement.* **DISCUSSION/ACTION (10 minutes – Joanne Green)**

- i. Ms. Joanne presented a summary of data from 2015-16 CAASPP testing.
- ii. Dean Crechriou asked how the CAASPP data compares to our iReady assessment results. That comparison has yet to be made and the two sets of data will be compared and analyzed.
- iii. Ms. Joanne mentioned that for the 2016-17 school year there will be a firm timeline and more training will be available to better prepare the staff for CAASPP testing.

- c. Director Evaluation Process- *The Board will discuss the annual evaluation process for the Executive Director.* **DISCUSSION (10 minutes – Board)**

- i. Dennis Ballance started off the discussion by asking if it made sense to have the evaluation process at the end of the calendar year or at the end of the academic year. It was agreed that scheduling the evaluation at the end of the academic year made the most sense.
- ii. Dennis briefly explained the evaluation process for new Board members.
- iii. Dennis suggested that an evaluation committee could be established to collect information and participate in the evaluation process. This committee would be made up of 3 Board members and would be required to post an agenda for meetings. Dennis requested to make this a consent agenda item for the October 25th, 2016 Board meeting.
- iv. It was agreed that the 2015-16 Director evaluation would be completed in December, 2016 and the 2016-17 Director evaluation will be completed at the end of the academic year in May/June, 2017.

- d. Master Calendar Review- *The Board will review status of outstanding action items from previous meetings and Master Calendar items.* **DISCUSSION/ACTION (10 minutes – Board)**

- i. Item 45 will be moved from September to August.
- ii. Item 37 will be moved from July to May.
- iii. Item 49 will be removed.

K. Meeting evaluation

- a. Meeting evaluation forms were emailed to Board members.

L. The next regular meeting of the DMCS Governing Board will be held on October 25th, 2016.

M. Adjournment- The meeting was adjourned at 9:51 PM.