

GOVERNING BOARD MEETING MINUTES
DIXON MONTESSORI CHARTER SCHOOL
355 N. ALMOND ST. DIXON, CA 95620, Room 5

Tuesday 27 January, 2015, 6:30PM REGULAR MEETING

A Passion for Excellence

Mission

The mission of Dixon Montessori Charter School (DMCS) is to achieve academic excellence for all students by blending Montessori education with California Common Core State Standards. DMCS supports its mission through low teacher-to-student ratios, family participation, multi-aged classrooms, a diverse curriculum and individualized learning for each student. DMCS is a tuition-free public school committed to developing socially responsible, life-long learners.

Vision

- Our vision is to create a community of lifelong learners.
- Our vision is to create a school that focuses on critical thinking, problem solving, innovative solutions and collaboration.
- Our vision is to create a school that is highly regarded for its academic excellence and for its contributions to the community in which it operates.
- Our vision is to provide a well-rounded education for our students focusing on academics as well as character development, social justice and tolerance.
- Our vision is that our students will be prepared for a positive transition to high school and college and will easily adapt to the community and the world around them.
- Our vision is that as a school community we will support every child in each of their individual learning styles

Values

Collaboration Integrity Sustainability Enthusiasm Innovative

Meeting Minutes

A. Closed Session – 6:30 PM

A1. Public Employee Evaluation

1. Title: Director

B. Announcements from Closed Session

- a. Nothing to report and no actions taken.

C. Call to order

- a. The meeting was called to order by the Board Chair at 7:05 PM.
- b. Pledge of Allegiance

D. Roll call

a.

Trustee	Presence
Dennis Ballance	present
Mary Ann Courville	present
Dean Crechriou	present
Vicki Gracia (Treasurer)	present
Sonia Sedillo (Secretary)	present
Stephen Toms (President)	absent
Joanne Green (Director)	absent

E. Approval of Agenda

- a. **MOTION** to approve agenda with amendments. Motion made by Dean Crechriou, seconded by Vicki Gracia. Motion carries, vote of 5-0.

F. Public Comments: *The public may address the DMCS Governing Board regarding any item within the board’s jurisdiction whether or not that item appears on the agenda. In all cases the presiding officer reserves the right to impose time limits on presentations as may be necessary to ensure the agenda is completed. The Board will listen to any comments but is not permitted to respond other than to ask clarifying questions.*

- a. No public comment.

G. Consent Agenda: *Items on the consent agenda are considered to be routine and are enacted by the Board in one motion. Discussion only occurs if members of the Board, staff, or public request specific items be discussed or removed and placed under action items for the current or a future Board meeting.*

~~G1. Meeting Minutes—Regular Board Meeting 12-09-2014~~

- a. No action necessary.

H. Communications—The board discussed and/or took action on the following items:

H1. Student Achievement - iReady Presentation made by Ms. Rachael and Mr. Ben

- a. The presentation consists of a brief overview of the iReady program and the most recent data broken down by significant subgroups.
- b. The program tells us their needs and their strengths which helps staff to classify students within categories in order to pinpoint specific student needs.
- c. There are multiple benefits of the new iReady program compared to previous benchmark administrations.

- d. iReady is an adaptive diagnostic which allows teachers to see a more clear view of where a student is actually performing.
- e. Students with profound learning difficulties are making growth which is encouraging all around!
- f. Students are consistently showing comfort with their use of technology.
- g. The presentation did not include the on target or the above grade level students however the teachers are focused on this weekly in their CPT discussions. Ms. Rachael and Mr. Ben specifically work with the EL/intervention/SPED population.

H2. Board Member Nominations – *individuals interested in serving on the Board may present a brief statement of interest.*

- a. DUSD will not be filling any board vacancies. They said it would be a conflict of interest.
- b. Sonia expressed previous interest in extending her term.
- c. Some site council members have expressed interest in board positions. They are not present at this meeting.
- d. No other interest stated at this time.

H3. Five Minute Reports – *Representative reports and updates.*

- i. Student body report – *This is a report from a representative of the student body organization.* **[Student Representative]**
 - 1. No report at this time, student representative was not present.
- ii. PTO report **[PTO Chair]**
 - 1. No report at this time.
- iii. Special Education report **[Amy Valenzuela]**
 - 1. We are staying consistent which means the entire staff is doing their job.
 - 2. Currently there are 36 active IEPs with 4 initials in progress: 1 academic and 3 speech.
- iv. Staff report - *Board and staff discuss items of mutual interest.* **[Melissa Moore]**
 - 1. School News:
 - a. DMCS held its first annual Spelling Bee for 4-8th grade students on Thursday, January 22nd.
 - b. The Science Fair is quickly approaching! Projects will be on display the first week of February.
 - c. We are actively preparing for the WASC committee visit March 8-11th.
 - d. Sharing Night is on February 3rd at 6:00 PM.

- e. The next band and choir concert is coming up on February 24th.
 - 2. Staff Meetings/Professional Development:
 - a. We reviewed safety scenarios and procedures for a lockdown drill. Our next drill will take place on Thursday, January 29th.
 - b. Staff received a “Letter of Intent” to complete and return.
 - c. Ms. Krista will be training the staff to create their own classroom websites. Websites will be complete on February 24th.
 - 3. CPT Time (Common Planning Time):
 - a. Teams reviewed and analyzed the data from our most recent i-Ready benchmark assessment data.
 - b. Teams are prepared for Sharing Night on February 3rd. We look forward to seeing all current and prospective students at the event!
 - c. RTI discussions during CPT meetings are ongoing. The Special Ed and Intervention team continue to rotate between grade level meetings.
 - 4. PLC Team (Professional Learning Community):
 - a. PLC Team leaders are scheduled to observe classrooms using our new “MERIT Glow/Grow” sheet.
 - v. Technology report [**Krista Purdom**]
 - 1. Teachers are working on creating their classroom web pages. There was a training after school today for teachers to learn how to create.
 - 2. The network was upgraded over winter break! The network backbone is running faster!
 - vi. Director’s report – *This is a presentation of information and activities which have occurred since the previous Board meeting.* [**Joanne Green**]
 - 1. There are ADA concerns in the falling trend. The winter months (specifically November-January) are typically low due to holidays and illness!
 - 2. In regards to students who are leaving, what are the exit documents and why are they leaving? Most of this year’s exits were due to physical moves, many out of state.
 - 3. There was a concern regarding the new middle school lockers being a liability issue. Board was assured that they would not be issued until there were strict guidelines in place. Have a locker is a privilege and middle school teacher would be responsible for monitoring their use.
- I. The Board will discuss and/or take action on the following items:

I1. Action Item / Master Calendar Review – *The Board will review status of outstanding action items from previous meetings and outstanding Master Calendar items.* DISCUSSION/ACTION.

[15 Minutes – Stephen Toms]

- a. All items are on track.
- b. Vicki will check into the audited actuals report and who the auditor was.
- c. A few items have been added, please review the new calendar.

I2. Student Achievement – *The Board will discuss and take action on issues related to improving student achievement.* DISCUSSION/ACTION. **[20 Minutes – Board]**

- a. Presentation by Ms. Rachael in regards to the iReady data and results in H1.

I3. Mission and Vision – *The Board will discuss the process for reviewing and revising the mission and vision.* DISCUSSION **[10 Minutes – Sonia Sedillo]**

- a. There is a need for a small workshop to focus on the mission and vision.
- b. All of board would like to review the notes from the previous meeting.

J. Meeting evaluation – The Board will conduct a self-evaluation on meeting and materials effectiveness in order to improve future meetings. **[5 Minutes – Sonia Sedillo]**

- a. The evaluation will be as sent out to all board members via email.

K. The next regular meeting of the DMCS Governing Board will be held on Tuesday 24 February, 2015.

L. Adjournment at 9:48 PM.

ACTION ITEM GOALS

Action	Person Responsible	Start Date	Due Date	Completed	Outcome/Notes
Call phone company to see how we can save money	Joanne Dennis	10/28/14			
Pricing of phones	Joanne	10/28/14	12/1/14	X	\$6,000/year. Stay as is for now.
Update the pay scale	Vicki	10/28/14			
Check on insurance coverage (see if it covers all new technology)	Joanne	10/28/14			
"Suggestion Box" on webpage	Joanne Krista	11/18/14			
Check the MOU to confirm that teachers/staff can/cannot be on the board	Joanne	11/18/14	12/1/14	X	It does not state anything for or against it.

Send out updated 700 Form to board to complete for 2014. Check current forms for completion.	Courtney	11/18/14	12/8/14	X	Waiting of a few but will send out new form for 2015 when available.
Locate notes from Strategic Planning Meeting to check notes on Mission Statement/Vision/etc.	Joanne	11/18/14			Emailed Deb.
Post school goals on the website	Joanne Krista	11/18/14	12/12/14	X	Located under "Our School" tab
Check with Deb Knox on comparable compensation information	Dennis	11/18/14			
Send all current pay scales to Board	Courtney	11/18/14	12/8/14	X	
Outline of Board Recruitment/Qualifications	Sonia-create All Board Members	1/27/15	2/24/15		Google Doc drafted
Audited Actuals report/Audit	Vicki	1/27/15			
Send out notes from strategic planning session in regards to mission/vision	Dennis	1/27/15			
Contact with DMS regarding the budget presentation (Karl/Sonia)	Joanne	1/27/15	3/24/15		

GAMUT – presentation of membership information	Dean	1/27/15	2/24/15		
“What does it mean to be a board member”	Dennis	1/27/15			Due to Brown Act, we cannot collaboratively edit. Must make changes and send back to Dennis for collation.