



GOVERNING BOARD MEETING MINUTES
 DIXON MONTESSORI CHARTER SCHOOL
 355 N. ALMOND ST. DIXON, CA 95630
 OCTOBER 25TH, 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 – 6:31 PM
- B. Adjourn to Closed Session
 - a. Public Employee Evaluation
 - a. Title: Director
- C. Adjourn to Open Session
 - a. Announcements from Closed Session
 - a. Nothing to report and no actions taken.
 - b. The meeting was called to order by the Board Chair at 7:10 PM.
 - b. Pledge of Allegiance
 - c. Roll Call
 - a.

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

- D. Approval of Agenda
 - a. The PTO President was unable to attend the meeting. Item C3- PTO Report will be skipped.
 - b. **MOTION** to approve agenda with amendments made by Yvette Seibert, seconded by Greg Tripp. Motion carries, vote of 5-0.
- E. Special Presentations
 - a. 2/3 Teachers Melissa Moore, Lara Perfecto, Sheri Luney, and Heidi Hefner-Tripp gave a presentation about their recent classroom activity of recognizing Dia de los Muertos. Students were on hand to share their presentations with the Board.
- F. Public Comments
 - a. There were no comments from the public.
- G. Consent Agenda
 - a. DMCS Warrant report for September, 2016

- b. Meeting Minutes for September 27th, 2016 and October 3rd, 2016.
- c. Establishment of Evaluation Committee- Executive Director - *Approve the creation of a standing committee to assist in the process of evaluating the performance of the Executive Director position.*
 - a. Dennis Balance volunteered to Chair the Evaluation Committee for the rest the calendar year, Greg Tripp and Yvette Seibert volunteered to be on the committee.
 - b. Agendas for Evaluation Committee meetings will need to be posted.
 - c. Dean Crechriou suggested that all Board members be members of the Evaluation Committee so all Board members can receive meeting invitations.
 - d. Dean Crechriou mentioned that any personnel related meetings will be closed session and that any process related meetings would be open session.
- d. **MOTION** to approve the consent agenda without amendments made by Dean Crechriou, seconded by Greg Tripp. 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.*
 - a. No questions and no nominations to consider at this time.
 - b. Dennis Balance informed the Board that a statement of interest was received for one of the open Board positions.
 - c. There are currently 2 open seats with a third position opening in January.
 - d. The question was raised about how to proceed if the Board has an even number of members and there is a tie vote. Research will need to be done on this question.
 - e. The closed session for the December Board Meeting has been moved to after the open session due to the Winter Sing.
- b. Student Body Report – *This is a report from a representative of the student body organization. (Student Representative)*
 - a. Carson Schene updated the Board on recent Middle School activities, including updates on the recent Middle School Dance and the MERIT Student Store.
- c. PTO Report (**PTO Chair**)
 - a. Item Skipped due to absence of PTO President.
- d. Special Ed Report (**Amy Valenzuela**)
 - a. Joanne Green filled in for Amy Valenzuela and gave the Board an update on the Special Ed Department activities, including information on IEP meetings.
 - b. There are 52 active IEP's with 4 pending.
- e. Staff Report (**Lara Perfecto**)
 - a. 2/3 Teacher Lara Perfecto updated the Board with information about the recent Staff Survey, Thinking Maps Professional Development, and the MERIT/Kickboard Student Store.
 - b. Joanne Green started a discussion regarding school policy of sick/leave time for staff members. Joanne would like to possibly revisit the school policy for the next school year.
 - 1. Dean Crechriou mentioned that it is up to the discretion of DMCS Administration to approve/disapprove if the request for leave is outside of the parameters of the California Educational Code.
 - 2. Dennis Ballance mentioned that if the policy were to change it would need to be an agenda item for a future Board Meeting.
- f. Middle School Report (**April Kemp**)
 - a. Middle School Chair April Kemp updated the Board about upcoming Parent/Teacher Conferences and grades.
- g. Dean of Students Report (**Ben Ernest**)
 - a. Ben Ernest updated the Board about implementation of PBIS and the number of positive/negative behaviors reported via Kickboard.

- b. Dennis Balance recommended that the school publish the PBIS/Kickboard data to share the school's success with the community. Ideas that were presented included a press release, a newspaper article, or possibly a radio spot.
 - h. Director's Report (**Joanne Green**)
 - a. Joanne Green updated the Board on current enrollment.
 - b. Dennis Balance asked that we check in with BoardDocs to see if they will begin to support the .docx format.
- I. Board Reports
 - a. Recognition of Mary Ann Courville's Contributions (**Board**)
 - a. Dennis Balance and the Board recognized the contributions of former Board Member Mary Ann Courville.
 - 1. Mary Ann served on the Board for 3 years and was a valued member whose contributions were valuable to the school and community.
 - 2. Joanne Green mentioned that Mary Ann possesses great knowledge and will be missed.
 - 3. Dennis would like to establish a process for recognizing former Board Members and their contributions. A plaque or certificate were brought up as possible ideas as well as inviting past members back for recognition at a school event.
 - b. Charter Advisory Committee (**Dean Crechriou**)
 - a. Dean Crechriou reported back to the Board on the first Charter Advisory Committee meeting of the year held on 10/13/2016.
 - 1. At the 10/13/16 meeting an explanation of the LCFF/LCAP funding process was discussed with staff and parents.
 - 2. For the next Charter Advisory Committee meeting invitations will be sent out to try and get more involvement from parents and the community. The idea of providing lunch was also discussed.
 - c. Finance Committee (**Joanne Green**)
 - a. Joanne Green discussed the adjustment to the Budget based on current enrollment.
 - b. Dennis and the Board had questions about the format for the graph on Page 7 of the DMS Budget Report and felt there needs to be changes made to make it more clear. Also, the title of the graph is confusing and the pages need to be numbered. DMS will be contacted to have these changes implemented.
- J. The Board will discuss and/or take action on the following items
 - a. Student Achievement- *Correlation of i-Ready assessments with SBAC assessments (10 minutes – Joanne Green)*
 - a. Joanne Green presented findings linking i-Ready Diagnostics and Smarter Balanced Assessments.
 - b. Dennis Balance noted that the correlation between i-Ready and the SBAC assessments appears strong.
 - c. Joanne would like to compare i-Ready and CAASPP data from the 2015-16 school year to check the correlation.
 - d. A comparison of i-Ready benchmark 1 and 2 from the current school year will be presented at the next Board Meeting.
 - b. GoMath Contract- *The Board will review and take action on a proposed contract for GoMath Training and Professional Development for DMCS Staff members. DISCUSSION/ACTION (10 minutes – Joanne Green)*
 - a. Joanne Green discussed with the Board the need for professional Development for DMCS Staff members of the GoMath curriculum. Joanne mentioned the training would be for 5 staff members and would include one day of instruction and a second day of embedded coaching.
 - b. Dennis Ballance asked who would be receiving the training. Joanne answered that it would be for the Middle School math teacher, 3 para-professionals and Ms. Joanne.

- c. Dennis asked how many trainers were included. This was unknown and Dennis felt that for the price it should include multiple trainers.
 - d. Dennis inquired whether it would be helpful to include a 4/5 teacher in the training as it may help prepare the students for 6th grade.
 - e. The question was raised whether we could negotiate a price decrease or if a second day of coaching could be included. Joanne commented that the contract was negotiable.
 - f. **MOTION** to approve the above action item with permission to negotiate a lesser price and/or a second day of coaching made by Dean Crechriou, seconded by Yvette Seibert. Motion carries, vote of 5-0.
- c. Master Calendar Review- *The Board will review status of outstanding action items from previous meetings and Master Calendar items.* DISCUSSION/ACTION **(10 minutes – Board)**
- a. Prop 39 request is due to be turned in to DUSD by 11/1/16. Ms. Joanne will ask for a 3 year term instead of 1.
 - b. Board Officer elections for 2017 are due. Dean Crechriou expressed interest in the Board Treasurer position. This will need to be an agenda item.
- K. Meeting evaluation
- a. Dean Crechriou sent meeting evaluations to Board Members via email.
 - 1. The BoardDocs program works well.
 - 2. The agendas are providing background for decisions.
 - 3. The agendas are not presenting the desired outcomes for votes.
 - 4. The discussions are not following the prescribed time limits. A time-keeper is need to keep discussions on time.
- L. The next regular meeting of the DMCS Governing Board will be held on November 15th, 2016.
- M. Adjournment- The meeting was adjourned at 9:15 PM.