



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

Tuesday 23 September, 2014, 7:00PM 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 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
  - a. Public Employee Evaluation
    - 1. Title: Director
- B. Announcements from Closed Session
  - a. No actions to report.
- C. Call to order
  - a. The meeting was called to order by the Board Chair at 7:01 PM.
  - b. Pledge of Allegiance
- D. Roll call
  - a.

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

E. Approval of Agenda

- a. **MOTION** to approve agenda with amendments. Motion made by Sonia Sedillo, seconded by Vicki Gracia. Motion carries, vote of 6-0.

F. Public Comments:

- a. 2/3 star students presentations--"Focus on a Moment" Raley Morrow presented her writing and art, Lauren Prescott used feeling to express herself in her essay and Nyree Sinclair presented her "All About Me" narrative. They all did an incredible job!

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. Minutes for 8/26/14 Board meeting~~

~~G2. Minutes for 8/19/14 Special Board meeting~~

G3. DMCS Warrant Report – August 2014

G4. Minutes for 9/14/14 Board Strategic Planning meeting

G5. Change of Board Seat for Dennis Ballance

1. **MOTION** made by Dean Crechriou to approve the consent agenda, seconded by Vicki Gracia. Motion passes, 6-0.

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

H1. Board Member Nominations – *individuals interested in serving on the Board may present a brief statement of interest.*

- a. No interest stated at this time.  
 b. **NO ACTION** necessary.

H2. Student body report – *This is a report from a representative of the student body organization. [5 Minutes – Student Representative]*

- a. No report given.

H3. PTO report **[5 Minutes – PTO Chair]**

- a. Missy Ballance, PTO chair introduced herself and updated by presenting the budget surplus of \$10K. They are currently getting ready to disburse to the many requests that were approved at their last meeting. The current budget stands at \$11K. The Fall



Festival will be a community event and will be held on October 18th. The Cookie Dough fundraiser is complete with no numbers to report at this time.

H4. Special Education report **[5 Minutes – Amy Valenzuela]**

- a. Numbers have not changed much, 39 active IEPs, narrative added, iReady data will be analyzed by the team to adjust groupings as needed.

H5. Staff report - *Board and staff discuss items of mutual interest.* **[5 Minutes – Melissa Moore]**

- a. Staff was excited to see Sonia in the classrooms. iReady benchmark training tomorrow and teachers will learn how to analyze data further. Scope and Sequences are complete for most subject areas. First PLC team meeting went really well, adopted a common report cards!

H6. Director's report – *This is a presentation of information and activities which have occurred since the previous Board meeting.* **[10 Minutes – Joanne Green]**

- a. PLC team meetings are very motivating and we were able to accomplish a lot. Enrollment is at 407, 13 on the wait list. All grades except for 6th grade is closed. Great start to the school year and the PLC team has really been something special and has aided in a smooth transition.
- b. Site Safety update--safety audit (Secure Shield) will be coming around within the next month to get approval for the grant money, team up with DUSD, \$250K to spend over 5 years, energy efficient and safety help. Weekly staff training with safety scenarios are happening and staff is involved.

I. Committee Reports – *Board members report on activities taken by committees in which they participate.*

I1. Director's Finance Committee **[5 Minutes – Joanne Green]**

- a. Monthly budget update-focus on the unaudited actuals.
  - i. New format is very easy to read! It was received late and some board members are just taking their first look. They would like to revisit this in more detail at the next meeting.

I2. Technology Committee **[5 Minutes – Dennis Balance / Krista Purdom]**

- a. Anti-virus software was installed and the K/1 wing was patched and is currently usable, including the phones.
- b. Leased to own program was agreed upon. Chromebooks have been distributed and the remainder are waiting for the carts.
- c. Robotics iPad raffle ends on Oct 30th! Krista is excited to get the program started with the students. Rotary gave \$4000 to the robotics program.
- d. 46, HP Desktop and 46 monitors will be coming for \$7700!!
- e. Technology committee will be kept up and running with Guadalupe and April and couple of parents.

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

J1. 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 due dates have been met. Review of board policies is next on the list.



- b. **NO ACTION** necessary.
- J2. DMCS Bylaws Update – *The Board will review and take action on proposed updates to the DMCS bylaws.* DISCUSSION/ACTION. [15 Minutes – Stephen Toms]
- a. Changes were made last time, attorney has viewed it and it was ok'd!
- b. **ACTION** to approve the Bylaws made by Dennis Ballance and second Mary Ann Courville. Motion passes, 6-0.
- J3. 2014/2015 DMCS Board School Goals – *The Board will review and take action on proposed short and long term goals proposed at the 9/14/14 strategic planning session.* DISCUSSION/ACTION. [15 Minutes – Stephen Toms]
- a. #6 may need to be reorganized, Dennis suggests--needs more time adjust formatting.
- b. How can the student voice be represented well and what type of questions should be used? Student involvement plan, how is this implemented, through the Leadership group? How do we get the students more involved in the community?
- c. Removing the last item on the short term goal and reformat the long term goals
- d. **ACTION** to approve with amendments made by Sonia Sedillo, seconded by Vicki Gracia. Motion passes, 5-0-1 (Dean Crechriou abstained from the voting).
- J4. Executive Contract – *The Board will review and take action on proposed executive contract amendment.* DISCUSSION/ACTION. [15 Minutes – Dennis Ballance]
- a. Discussion that the Director's compensation be the same increase as for the staff and movement on the scale to be effective for this school year.
- b. The conversation is needing to happen in open session, discussion about that can happen in closed and then open the discussion in open session. Vicki wanted to see the report in how it will affect the school budget.
- c. Need to be revisited at a future meeting (in October).
- J5. Items G1 and G2 were revisited.
- a. **MOTION** made to approve meeting minutes with corrections, made by Sonia Sedillo, seconded by Mary Ann Courville. Motion passes, 6-0.
- K. Meeting evaluation – The Board will conduct a self-evaluation on meeting and materials effectiveness in order to improve future meetings. [5 Minutes – Sonia Green]
- a. The evaluation was sent out to all board members via online survey.
- L. The next regular meeting of the DMCS Governing Board will be held on Tuesday 28 October, 2014.
- M. Adjournment at 8:39 PM.

**ACTION ITEM LIST:**

- Call the Phone People to see how we can save money (Joanne-Dennis will forward contact information)
- Pricing of Phones (Joanne)
- Put Ad in Digest about Board Recruitment (Dennis will send to Joanne)



- Update the Pay Scales (delegate--Vicki)