



GOVERNING BOARD MEETING MINUTES - DRAFT  
DIXON MONTESSORI CHARTER SCHOOL  
355 N. ALMOND ST. DIXON, CA 95620, Room 1  
December 5, 2013 – 7:30 PM – REGULAR MEETING

Action Summary

1. Motions

- a. Motion to approve the consent agenda: PASSED
- b. Motion approve Interim Budget: PASSED
- c. Motion to appoint Dennis Ballance to one-year term: PASSED
- d. Motion to appoint Vicki Gracia to position of Treasurer for 2014: PASSED
- e. Motion to appoint Sonia Green to position of Secretary for 2014: PASSED
- f. Motion to appoint Stephen Toms to position of President for 2014: PASSED

2. Recommendations

- a. Board Secretary to pass out Board evaluation sheets at end of each meeting

Meeting Minutes

A. Call to order

- a. The meeting was called to order by the Board Chair at 7:32.
- b. Pledge of Allegiance

B. Roll call

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

C. Approval of Agenda

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

D. Public Comments:

- a. No Comments



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

~~E1. Student body report—*This is a report from a representative of the student body organization.*~~

E2. PTO Update

- b. Parking lot safety is a priority. PTO hopes to buy stop signs and cones. They also plan to petition the city for crossing lights.
- c. Fundraising updates: Dragonfly Dinner organization will begin hard after holidays, Pizza fundraiser has a great turn out with stickers, \$315 with boxtops, \$5225 sold for scholastic and all teachers bucket wishes were filled, \$424 with tie-die fundraiser, library up and running thanks to Jessica Hansen, technology needs, PTO will reach out to community—goal is to raise \$4000 for 10 robots!
- d. PTO paid for an iPad for a staff member in the hospital to allow her to facetime with her students 😊

E3. Board/staff discussions - *Board and staff discuss items of mutual interest*

- a. Staff Report—74<sup>th</sup> day of school, staff comes together in some amazing ways, leadership team is very supportive, staff knows they are valued, testing window closes Friday, CPT on the 19<sup>th</sup> was led by Ms. Hefner about the Positive Behavior Plan, Ms. Amy reminded all of the RTI processes and forms, K/1—studying holidays and traditions from around the world, 2/3—created intervention groups with Jenni and Isabelle, 4/5—18<sup>th</sup> is their presentations and they are preparing for Sutter’s Fort, middle school—Ms. Sheri Luney has stepped up to take over Jacy’s position in the interim!

F. Board Reports

F1. Finance committee

- a. Interim Budget to be discussed later in the meeting (H2).

F2. Sponsorship committee

- a. Dennis has a logo to share later in an email.
- b. Stephen created sample support clings, brochures and pens to have for 2013-2015 sponsors. Have students sign a card as a “thank you”!

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.*

- a. Motion to approve the consent agenda was made by Dean Crechriou, second by Stephen Toms and passed 6-0.

G1. Warrant report for October, 2013

G2. Meeting minutes for October 29, 2013

H. The board will discuss and/or take action on the following items:



H1. Technology purchase proposal (30 minutes) — *Proposal to upgrade the infrastructure of the school, and provide for ongoing contracted support.* DISCUSSION/ACTION

H2. Interim budget (20 minutes) – *The first interim budget must be approved by Dec 15.*  
DISCUSSION/ACTION

- a. Current reserve is 8.43% (goal is between 7%-10%). The 2015-2016 projected reserve is 11.6%.
- b. No borrowing needed for the next 10-12 months.
- c. Board approval needed for Common Core and needs to be shifted towards technology
- d. Apply EPA funds are suggested to put towards teacher salaries.
- e. **ACTION** to approve Interim Budget at this time was made by Vicki Gracia, second by Stephen Toms, passes 6-0.

H3. DMCS Logo (10 minutes) – *Review latest draft of DMCS logo.* DISCUSSION

- a. Dennis will send this to board members to view by email. Further discussion will take place at the next regular meeting.

H4. Board member recruitment (10 minutes) – *Appointment of Dennis Ballance to the 1-year term seat.* DISCUSSION/ACTION

- a. Dennis will resign effective December 31. The board accepts his resignation and reappoints him in January 2<sup>nd</sup> into board seat number 4, for a 1 year term. **ACTION** made by Dean Crechriou , second by Stephen Toms, passes 5-0-1 (Dennis Ballance abstains from the vote).

H5. Officer election (10 minutes) – *The Board will set a date for officer elections, or may perform officer elections today.* DISCUSSION/ACTION

- a. Suggestions that the officer transition would happen after the December meeting.
- b. Vicki Gracia would prefer to stay in the Treasurer position since it took the year to get comfortable with the position.
- c. **ACTION** made by Stephen Toms to nominate Vicki Gracia for the Treasurer position, second by Sonia Green, passes 5-0-1 (Vicki Gracia abstains from the vote).
- d. **ACTION** made by Dennis Ballance to nominate Sonia Green for the Secretary position, second by Stephen Toms, passes 5-0-1 (Sonia Green abstains from the vote).
- e. **ACTION** made by Dennis Ballance to nominate Stephen Toms for the President position, second by Vicki Gracia, motion passes 5-0-1 (Stephen Toms abstains).

I. Meeting evaluation – *The Board will conduct a self-evaluation on meeting and materials effectiveness in order to improve future meetings.*

- a. Dennis suggested having the Secretary pass out a form to the board members, at the end of each meeting, to complete and collect.



- J. The next regular meeting of the DMCS Governing Board will be held on January 28, 2014 and a Special Meeting for December 17, 2013 at 7:00, Room 5.
- K. Adjournment of open session at 9:18.
- L. Closed Session
  - a. Employee Evaluation – Title: Director
- M. Return to open session at 10:20.
  - a. Public report on action taken in closed session
    - i. No action taken
- N. Adjournment at 10:20.