

Redwood Coast Montessori Board of Directors

793 K Street, Arcata, CA 95521 (Room 5)

Zoom Meeting Link:

(<https://us06web.zoom.us/j/83949283639?pwd=KecqjBr0hF75piX1N8kmqjluurBjFw.1>)

REGULAR MEETING

August 14, 2024 6:30 p.m.

AGENDA

- A. CALL TO ORDER OF OPEN SESSION
- B. OPEN SESSION: 6:30 P.M. LOCATION: REDWOOD COAST MONTESSORI, 793 K Street, Arcata, CA 95521
- C. PUBLIC COMMENT
The public is invited to make announcements or comment on information to the Board that is relevant to the scope of authority of Redwood Coast Montessori. The Board may uniformly impose a time limit of 3 minutes to individual presentations to assure every subject is heard. By public law, the Board cannot take action on items not on the agenda.
- D. GENERAL FUNCTION-CONSENT ITEMS– Approval w/ Single Motion:
Items listed under the Consent Agenda are considered to be routine and are acted on by the Board in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all Consent Items.
 - 1. Approval of Draft Minutes of June 19, 2024 Regular Meeting
 - 2. Approval of Draft Minutes of June 20, 2024 Special Meeting
 - 3. Approval of new hires (certificated)
 - a. Dakota Adelman (1.0 FTE high school history teacher)
 - b. Lucera Love (1.0 FTE resource specialist teacher)
 - c. Sarah Pruden (0.45 FTE speech therapist)
 - 4. Approval of new hires (classified)
 - a. Ayden Martin (1:1 assistant)
 - b. Bee Langholz (lower el assistant)
 - c. Christian Richardson (afterschool assistant)
 - d. Dante Ayala (upper el assistant)
 - e. Garret Davidson (adolescent assistant)
 - f. Grace Ross (TK/Kg assistant)
 - g. Emily Sturrock (upper el assistant)
- E. BUSINESS AND FINANCE - ITEMS FOR REPORT, DISCUSSION, AND POSSIBLE ACTION
 - 1. Stipend request form and stipend rates
- F. SCHOOL FUNCTIONS - ITEMS FOR REPORT, DISCUSSION, AND POSSIBLE ACTION
 - 1. Williams Act Update
 - 2. WASC visit Update
 - 3. Discuss Board Retreat Meeting Agenda
- G. STAFF AND DIRECTORS REPORTS - ITEMS FOR REPORT, DISCUSSION
 - 1. Staff Report
 - 2. Director Reports
- H. FUTURE AGENDA ITEMS

ADJOURNMENT OF OPEN SESSION

NOTICE: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254. 7, 6254.15, 6254.16, OR 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at the Redwood Coast Montessori School 1611 Peninsula Drive, Arcata, CA 95521. In compliance with Government Code section 54954.2(a) Redwood Coast Montessori will, on request make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Redwood Coast Montessori at 707-832-4194.

Redwood Coast Montessori Board of Directors
Regular Meeting

Zoom (<https://us06web.zoom.us/j/83073560631?pwd=d2xMRHN2bFRHY2w3Wng0NG5kdExNUT09>)

REGULAR MEETING

June 19, 2024 6:30 p.m.

MINUTES

A. CALL TO ORDER OF OPEN SESSION by Kim Bonine at 6:30 p.m.

- a. Present: Libbi Miller, Kim Bonine (arrived late), Susann Goodman, Terry Weeks

B. PUBLIC COMMENT - No public comments

C. GENERAL FUNCTION – [Action Item]

1. Approval of general consent items: M/S by Weeks/Goodman to approve the General Function-Consent Items. Board: ayes 3, noes 0. Motion carried.

D. BUSINESS AND FINANCE

1. Prop. 28: Arts & Music in Schools Funding Annual Report: M/S by Weeks/Goodman to approve the 2024 annual Prop 28 site report. Board: ayes 4, noes 0. Motion carried.
2. 2024-25 ConApp: M/S by Weeks/Bonine to approve the 24-25 24-25 ConApp. Board: ayes 4, noes 0. Motion carried.
3. Public Hearing: 2024/2025 DRAFT Local Control Accountability Plan (LCAP) - Solicitation, Recommendation, and Comments from Members of the Public
Open: 6:38 p.m.
Close: 6:53 p.m.
4. Public Hearing: Local Control Funding Formula (LCFF) 2024/2025 Budget - Solicitation, Recommendation, and Comments from Members of the Public
Open: 6:53 p.m.
Close: 6:58 p.m.
5. Public Hearing: 2024/2025 Education Protection Account
Open: 6:59 p.m.
Close: 7:02 p.m.
6. Approval of CalSHAPE Grant to repair/replace existing plumbing fixtures at Manila campus: M/S by Goodman/Weeks to approve the CalSHAPE Grant. Board: ayes 4, noes 0. Motion carried.

E. SCHOOL FUNCTIONS

1. Declaration of Need: M/S by Goodman/Bonine to approve the Declaration of Need. Board: ayes 4, noes 0. Motion carried.
2. Staff Progressive Discipline Policy: M/S by Bonine/Goodman to approve the Staff discipline warning document with the following changes: change “warning” to “notice”; update handbook [section VII (B)] to including process of discipline notice. Board: ayes 4, noes 0. Motion carried.
3. School Board Meeting dates for 2024-25: M/S by Goodman/Bonine to set the regular school board meeting date for the second Wednesday of each month at 6:30 p.m. The first meeting will take place on August 14th at the Arcata campus. Board: ayes 4, noes 0. Motion carried.
4. Board Retreat: M/S by Goodman/Weeks to hold a governance board retreat on Wednesday September 4th from 5:30 to 7:30 p.m. in Arcata. Board: ayes 4, noes 0. Motion carried.

J. STAFF AND DIRECTOR REPORTS

1. Staff: Michelle and Bryan presented information about recent events that have been taking place at both campuses.
2. Directors: None

K. FUTURE AGENDA ITEMS

L. ADJOURNMENT OF OPEN SESSION

M. CLOSED SESSION – M/S by Weeks/Goodman to adjourn the June 19th regular meeting..
Board: ayes 4, noes 0. Motion carried at 7:58 p.m.

Redwood Coast Montessori Board of Directors
Regular Meeting

Zoom (<https://us06web.zoom.us/j/83073560631?pwd=d2xMRHN2bFRHY2w3Wng0NG5kdExNUT09>)

SPECIAL MEETING

June 20, 2024 6:30 p.m.

MINUTES

A. CALL TO ORDER OF OPEN SESSION by Kim Bonine at 6:30 p.m.

a. Present: Libbi Miller, Kim Bonine, Susann Goodman, Terry Weeks

B. PUBLIC COMMENT - No public comments

C. GENERAL FUNCTION – [Action Item]

1. None

D. BUSINESS AND FINANCE.

1. Approval of 2023-24 Local Indicator Self-Reflection for Redwood Coast Montessori: M/S by Weeks/Goodman to approve the 24-25 Local Indicator Self-Reflection for RCM: ayes 4, noes 0. Motion carried.
2. Approval of the 2024/2025 Local Control Accountability Plan (LCAP): M/S by Weeks/Bonine to approve the 24-25 LCAP: ayes 4, noes 0. Motion carried.
3. Approval of 2024/2025 Local Control Accountability Plan (LCAP) Federal Addendum: M/S by Bonine/Goodman to approve the 24-25 LCAP Federal Addendum: ayes 4, noes 0. Motion carried.
4. Approval of the Local Control Funding Formula (LCFF) 2024/2025 Budget: M/S by Goodman/Weeks to approve the 24-25 LCFF: ayes 4, noes 0. Motion carried.
5. Approval of 2024/2025 Education Protection Account: M/S by Goodman/Bonine to approve the 24-25 Education Protection Account: ayes 4, noes 0. Motion carried.

E. PUBLIC COMMENT ON CLOSED SESSION ITEMS – No public comment

F. CLOSED SESSION: 7:00 PM

1. Public Employee Review (Administrative Staff)

H. OPEN SESSION: 8:00 P.M.

I. ANNOUNCEMENT OF ANY REPORTABLE ACTION TAKEN IN CLOSED SESSION - No action was taken

J. ADJOURNMENT OF OPEN SESSION

RCM School Board



Agenda Item: E1
RCM Staff Stipend Policy

Department/Program:
Business and Finance

Background Information:

During the May 2024 regular meeting, the board discussed the importance of reviewing staff stipends with the goal of standardizing the approach and possibly increasing the stipend rate for clubs/classes/activities. Staff has drafted a proposed tool to use as part of a RCM stipend policy.

Recommendation:

Hold discussion about stipend rates for RCM clubs/classes/activities and guidelines for future stipends. Provide guidance for any changes/additions to the draft stipend request document.

Fiscal Implications:

Potential increase in expenditures, which will come from base LCFF funding.

Contact Person:

Bryan Little



RCM Stipend Request Form

Stipend requests should be signed and submitted to the director after completion of the class.

Name: _____ **Date:** _____

Name of Class/Club/Activity: _____

Class Dates: ____/____/____ - ____/____/____
Begin Date End Date

Total Class Hours: _____ **Total Number of Students:** _____

Student Roster

No.	Student Name	No.	Student Name
1		13	
2		14	
3		15	
4		16	
5		17	
6		18	
7		19	
8		20	
9		21	
10		22	
11		23	
12		24	

Signature

Date

Additional Information

Administrative Signature

Date

RCM School Board



Agenda Item: F1
Williams Report

Department/Program:
School wide

Background Information:

Beginning with the 2022-23 school year, RCM was placed on the Williams List. One of the requirements of the Williams legislation is that the Superintendent or designee conducts a visit to Redwood Coast Montessori and review curriculum, staffing, and facilities. This year, a Williams visit will take place on September 6, 2024. In addition, the County Office of Education must submit quarterly reports regarding any additional visits or actions.

Recommendation:
No action required.

Fiscal Implications:
None

Contact Person:
Bryan Little

August 2, 2024

Redwood Coast Montessori
PO Box 6103
Eureka, CA 95501

Subject: 2024-2025 Williams Settlement School Site Visit

Dear Mr. Little,

This is to inform you that Redwood Coast Montessori's Manilla campus will receive a Williams Settlement site visit during the first four weeks of school with a proposed date of Friday, September 6, 2024. The Williams Settlement legislation requires the Humboldt County Office of Education (HCOE) to conduct site visits based on the Schools Identified for Monitoring list published by the California Department of Education.

Contact August Deshais, adeshais@hcoe.org, (707) 440-9546, and/or Jennifer Burger, jburger@hcoe.org, (707) 445-7082, for questions regarding the Williams Settlement site visits.

Once complete, a written copy of our findings will be sent to the governing board of your charter. As required in Education Code 1240, the findings of all visits in the county will be forwarded to the Humboldt County Board of Education and the Humboldt County Board of Supervisors.

It is the intent of HCOE to collaboratively assist and support schools as we move through this process. Should you have questions or concerns, please feel free to contact me.

Sincerely,



Michael Davies-Hughes
County Superintendent of Schools

Attachment: [Williams Pre-visit Checklist](#)

RCM School Board



Agenda Item: F2
WASC Visit

Department/Program:
School wide

Background Information:

Redwood Coast Montessori is accredited through Accrediting Commission for Schools, Western Association of Schools and Colleges. In order to maintain our accreditation, a committee of WASC members schedule mid-cycle visit to schools to assure they are maintaining their high standards of education. During the 2024-25 school year a virtual “visit” will take place by a WASC director on April 21, 2025.

Recommendation:
No action required.

Fiscal Implications:
None

Contact Person:
Bryan Little

RCM School Board



Agenda Item: F3
Board Training & Retreat Discussion.

Department/Program:
School wide

Background Information:
As outlined in the Redwood Coast Montessori WASC Action Plan, the RCM school board will meet on an annual basis to review the roles and responsibilities of the school board and to outline goals for the coming year. The Board approved at the June 2024 Regular meeting to meet on September 4th. Setting an agenda for the meeting will help it be productive and beneficial to the RCM community.

Recommendation:
Set a specific agenda for the 2024-25 Board Retreat

Fiscal Implications:
None

Contact Person:
Bryan Little