

**SIERRA MONTESSORI ACADEMY
BOARD OF DIRECTORS
REGULAR MEETING AGENDA**

Any person who wishes to speak regarding an item on the agenda or on a subject within the District's jurisdiction during the public comment section of the agenda must first be recognized by the Board President. Individual speakers will be allowed two minutes to address the Board. The Board shall limit the total time for each agenda item to ten minutes.

Under state law, issues brought forth under "Public Comments" can have no action or discussion and will be referred to the District Superintendent for any necessary follow-up action.

Persons requiring disability-related modifications or accommodations to participate in the meeting should contact Sierra Montessori Academy at 530-268-9990 or Sierra Montessori Academy at pheimminger@smak8.org. Persons wishing to request an item be added to the agenda of the next meeting must submit Sierra Montessori Academy at 530-268-9990 or Sierra Montessori Academy at pheimminger@smak8.org

Copies of agendas are available on the Sierra Montessori Academy website at www.serriamontessori.org.

Date & Time: Wednesday April 3, 2019 4:00 p.m. – Open Session

Meeting Place: SMA 16229 Duggans Rd, Multi Purpose Room

A. CALL TO ORDER

The meeting shall be brought to order by the Board Chairperson _____

B. ROLL CALL

BOARD OF DIRECTORS

Took roll of members present:

Jodi Reavis, President:	Present	_____	Absent	_____
Duffy Ford, Vice President:	Present	_____	Absent	_____
Stuart Monahan, Secretary:	Present	_____	Absent	_____
Jason Bice, Member:	Present	_____	Absent	_____
Dann Craven, Member:	Present	_____	Absent	_____

C. APPROVAL OF AGENDA

Shall the Board approve the Agenda Items?

Motion by _____ Second by _____ Vote: _____ to approve

D. OPEN SESSION - PUBLIC COMMENT

This agenda item is included for the purpose of giving anyone in attendance the opportunity to comment on a non-agenda item with the Board of Trustees. There will be a two-minute time limit per person. The audience is not to applaud nor demonstrate disapproval for the comments made. The Trustees may respond asking for clarification only. No action may be taken at this meeting on any issue raised.

E. CLOSED SESSION – Public Employee Discipline/Dismissal/Release (Gov Code 54957)

Legal counsel – litigation (Gov Code 54956.9 (d) (3)).

F. PUBLIC SESSION

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present)

G. Director's Report

ACTION ITEMS

H. CONSIDERATION OF THE CONSENT AGENDA (ROLL CALL VOTE)

Action: Recommendation by the administration that the following consent agenda items regarding regular business items be approved. (Any item may be removed for further discussion and separate action following consideration of remaining agenda items.)

Public Comment _____
Items to be Removed _____
Board Discussion _____

- 1. Shall the Board approve following Consent Agenda item(s)?
A. March 6 General Meeting Minutes

Motion by ____ Second by ____ Roll Call Vote: ____ to approve

Roll Call Vote:

Jodi Reavis, President: Aye ____ Nay ____
Duffy Ford, Vice President: Aye ____ Nay ____
Stuart Monahan, Secretary: Aye ____ Nay ____
Jason Bice, Member: Aye ____ Nay ____
Dann Craven, Member: Aye ____ Nay ____

- 2. Shall the Board approve following:

Approve the 2019/20 Calendar

(Motion by ____ Second by ____ Roll Call Vote: ____ to approve

Roll Call Vote:

Jodi Reavis, President: Aye ____ Nay ____
Duffy Ford, Vice President: Aye ____ Nay ____
Stuart Monahan, Secretary: Aye ____ Nay ____
Jason Bice, Member: Aye ____ Nay ____
Dann Craven, Member: Aye ____ Nay ____

- 3. Shall the Board approve following:

Approval – Salary Schedule

Motion by ____ Second by ____ Roll Call Vote: ____ to approve

Roll Call Vote:

Jodi Reavis, President: Aye ____ Nay ____
Duffy Ford, Vice President: Aye ____ Nay ____
Stuart Monahan, Secretary: Aye ____ Nay ____
Jason Bice, Member: Aye ____ Nay ____
Dann Craven, Member: Aye ____ Nay ____

4. Shall the Board approve following:

Approval – February 2019 Warrants

Motion by ____ Second by ____ Roll Call Vote: ____ to approve
Roll Call Vote:

Jodi Reavis, President: Aye ____ Nay ____
Duffy Ford, Vice President: Aye ____ Nay ____
Stuart Monahan, Secretary: Aye ____ Nay ____
Jason Bice, Member: Aye ____ Nay ____
Dann Craven, Member: Aye ____ Nay ____

5. Shall the Board approve following:

Approval – New Teacher

Motion by ____ Second by ____ Roll Call Vote: ____ to approve
Roll Call Vote:

Jodi Reavis, President: Aye ____ Nay ____
Duffy Ford, Vice President: Aye ____ Nay ____
Stuart Monahan, Secretary: Aye ____ Nay ____
Jason Bice, Member: Aye ____ Nay ____
Dann Craven, Member: Aye ____ Nay ____

I. COMMUNICATIONS: Letter received from board.

J. DISCUSSION

1) Discussion of LCAP

Motion by ____ Second by ____ Vote: ____

K. ADJOURNMENT

Shall the Board adjourn the meeting at ____ p.m.?

Motion by ____ Second by ____ Vote: ____ to approve

Next Board Meeting will be held on Wednesday May 1, 2018 at 4pm



COD Cash Update

COD Meeting Date: Wed March 20, 2019

Month: Feb 2018

Beginning Cash: \$ 317,528

Revenues: \$ 67,750

Salaries & Benefits: \$ 76,818

Supplies & Services: \$ 20,253

Ending Cash: \$ 288,105

Sierra Montessori Academy

2019-2020 School Calendar

(175 Days - Approved) Regular Days 8:30 to 2:30 K-3rd 8:30-2:45 4th-8th

July 2019

S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30

August 2019

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

September 2019

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

October 2019

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

November 2019

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

December 2019

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

January 2020

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

February 2020

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

March 2020

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

April 2020

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

May 2020

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

June 2020

S	M	T	W	T	F	S
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				

8/15/19 School Begins 8:30 am - 1:45 pm (K-8)	12/23/17-1/3/2020 Winter Break—No School	Teacher in Service (8/12-13-14), 9/23/19, 11/18/19, 2/24 & 6/1/20)
Welcome! Office Open 8:00 - 3:30 8/12/19 - 6/1/20	1/17/20 MLK Day—No School	Early Release @ 1:45 pm on these days and all days PTC Week
9/2/19 Labor Day—No School	2/17/20 Presidents Day—No School	PTC: Tri 1 11/19-11/21; Tri 2 2/25-2/26 (1:30 & 1:45 Release)
11/11/19 Veterans Day—No School	4/6-4/10/20 Spring Break—No School	Holidays/No School
11/26-11/29/20 Thanksgiving—No School	5/25/20 Memorial Day—No School	4 Snow Make up Day (If needed, otherwise holiday.)
Minimum Day K-3 out at 12:45 -4:8 th out at 1:00pm	05/29/2020 Last Day of School -K-3 out at 12:45	8 th Grade Graduation Thursday, May 28, 2020
11/22, 12/22, 4/3 and last day of school 5/29	4 th 8 th out at 1:00pm	

INSTRUCTIONAL MINUTES CALCULATION
 SITE: Sierra Montessori Academy
 Year: 2019-2020

REGULAR DAY -	KINDER	GRADE 1-3	GRADE 4-6
Start	8:30 AM	8:30 AM	8:30 AM
End	2:30 AM	2:30 AM	2:45 AM
Number of Hours (Minutes)	6 hrs	6 hrs	6 hrs 15 mins
Number of Hours (Fractions)	6.00	6.00	6.25
Total Number of Minutes	360.00	360.00	375.00
Less Recess	20.00	20.00	15.00
Less Lunch	40.00	40.00	40.00
Daily Instructional Minutes	300.00	300.00	320.00
Number of Regular Days	159.00	159.00	159.00
Annual Minutes - Regular Days	47700.00	47700.00	50880.00
EARLY RELEASE DAYS	KINDER	GRADE 1-3	GRADE 4-6
Start	8:30 AM	8:30 AM	8:30 AM
End	1:30 AM	1:30 AM	1:45 PM
Number of Hours (Minutes)	5 hrs	5 hrs	5 hrs 15 min
Number of Hours (Fractions)	5.00	5.00	5.25
Total Number of Minutes	300.00	300.00	315.00
Less Recess	20.00	20.00	15.00
Less Lunch	40.00	40.00	40.00
Daily Instructional Minutes	240.00	240.00	260.00
Number of Minimum Days	6.00	6.00	6.00
Annual Minutes - Early Release Days	1440.00	1440.00	1560.00
PARENT CONFERENCE MINIMUM DAYS	KINDER	GRADE 1-3	GRADE 4-6
Start	8:30 AM	8:30 AM	8:30 AM
End	1:30 AM	1:30 AM	1:45 PM
Number of Hours (Minutes)	5 hrs	5 hrs	5 hrs 15 min
Number of Hours (Fractions)	5.00	5.00	5.25
Total Number of Minutes	300.00	300.00	315.00
Less Recess	20.00	20.00	15.00
Less Lunch	40.00	40.00	40.00
Daily Instructional Minutes	240.00	240.00	260.00
Number of Parent Conference Days	5.00	5.00	5.00
Annual Minutes - Minimum Days	1200.00	1200.00	1300.00
MINI DAYS	KINDER	GRADE 1-3	GRADE 4-6
Start	8:30 AM	8:30 AM	8:30 AM
End	12:45 PM	12:45 PM	1:00 PM
Number of Hours (Minutes)	4 hrs 15 mins	4 hrs 15 mins	4 hrs 30 min
Number of Hours (Fractions)	4.25	4.25	4.50
Total Number of Minutes	255.00	255.00	270.00
Less Recess	20.00	20.00	15.00
Less Lunch	40.00	40.00	40.00
Daily Instructional Minutes	195.00	195.00	215.00
Mini Days	5.00	5.00	5.00
Annual Minutes - Minimum Days	975.00	975.00	1075.00
TOTAL ANNUAL INSTRUCTIONAL DAYS*	175.00	175.00	175.00
TOTAL ANNUAL INSTRUCTIONAL MINUTES	51315.00	51315.00	54815.00
REQUIRED MINUTES	36000.00	50400.00	54000.00
EXCESS (SHORTAGE)	15315.00	915.00	815.00

* 4 Emergency Snow Day

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
19-459370	02/01/2019	CA DEPT OF EDUCATION ATTN - <i>refund of payment Educator Effectiveness Grant</i> CASHIER'S OFFICE	82-8660		57.32
19-459734	02/08/2019	ADEPT SOLUTIONS	82-5800		1,644.00
19-459735	02/08/2019	AMERIGAS GRASS VALLEY - <i>Propane</i>	82-5510		1,185.90
19-459736	02/08/2019	AT&T	82-5930		21.40
19-459737	02/08/2019	CANON FINANCIAL SERVICES INC	82-5600		335.26
19-459738	02/08/2019	MCGRAW-HILL EDUCATION INC - <i>extra books</i>	82-4300		467.27
19-459739	02/08/2019	PACIFIC GAS & ELECTRIC COMPANY	82-5520		643.35
19-459740	02/08/2019	PARENTS RESOURCE GUIDE - <i>add</i>	82-5801		387.00
19-459741	02/08/2019	RAY MORGAN COMPANY - <i>copies</i>	82-5600		245.46
19-459742	02/08/2019	STAPLES ADVANTAGE	82-4300		630.27
19-459743	02/08/2019	US BANK CORPORATE PAYMENT SYS	82-4300		14.93
19-459744	02/08/2019	US BANK CORPORATE PAYMENT SYS	82-4300	198.97	
			82-5270	150.00	
			82-5800	175.00	
			82-5920	32.25	
			82-5930	277.03	
			Unpaid Tax	.37-	832.88
19-460007	02/14/2019	EMPLOYMENT DEVELOPMENT DEPT.	82-3501		877.50
19-460090	02/14/2019	APEX ELECTRIC	82-5800		850.20
19-460091	02/14/2019	COOLERZONE	82-5540		45.00
19-460092	02/14/2019	SPEAK WITH STRENGTH	82-5800		1,399.72
19-460409	02/22/2019	ACE HARDWARE INCORPORATED	82-4300		4.83
19-460410	02/22/2019	APEX ELECTRIC	82-5800		80.00
19-460411	02/22/2019	GRASS VALLEY SCHOOL DISTRICT CHILD NUTRITION SERVICES - <i>lunch & breakfast</i>	82-5800		2,955.25
19-460412	02/22/2019	HANOVER INSURANCE CO.	82-5400		932.50
19-460413	02/22/2019	PAMELA HEMMINGER - <i>plumber bill - repair bathroom</i>	82-5800		405.00
19-460414	02/22/2019	PLEASANT RIDGE SCHOOL DISTRICT	82-5600		6,653.40
19-460415	02/22/2019	THE UNION CUSTOMER PAYMENT CTR - <i>add</i>	82-5801		158.00
19-460416	02/22/2019	WASTE MANAGEMENT	82-5570		352.60
Total Number of Checks			24		21,179.04

Fund Recap

Fund	Description	Check Count	Expensed Amount
82	SIERRA MONTESSORI ACADEMY	24	21,179.41
	Total Number of Checks	24	21,179.41
	Less Unpaid Tax Liability		.37-
	Net (Check Amount)		21,179.04

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

**Sierra Montessori Academy
2019-20 Administrative Salary**

Administrative Salary Schedule	0-3 years	3-5 years	5 yrs plus	
Position				
**Executive Director/principal 215/8 hrs	\$47,840.00	\$ 63,400.00	\$ 88,400.00	

Additional Stipulations

Health Benefits:

Health benefits will be capped at \$390/month, or \$4,680 per year pro-rated based on date of hire or eligibility. This cap can be used toward medical and life insurance ONLY. Eligible employees work at least 30 hours/week.

Work Year/Day:

*As specified in contract

**As specified on yearly calendar

COD Adopted:

**Business Manager	\$30.00 - \$40.00	215	as specified	Classified
*Admin Asst/Office Mgr.	\$20.00	190	as specified	Classified
*Lunch	\$15.00-\$16.00	190	as specified	Classified
*SMA Before/After Care Program	\$19.00	175	as specified	Classified
*Custodian	\$16.00	175	as specified	Classified
*Maintenance & Groundsperson	\$16.00	175	as specified	Classified
*Instructional Aide	\$15.00-\$16.00	175	as specified	Classified
*Physical Education Specialist	\$25.00	175	as specified	Classified
*Art Education Specialist	\$25.00	175	as specified	Classified
Educational Specialist 1	\$25.00	175	as specified	Classified
After School Enrichment Aide	\$13.00	175	as specified	Classified
Attendance Clerk	\$16.75	190	as specified	Classified

Additional Stipulations

Health Benefits:

Health benefits will be capped at \$390/month, or \$4,680 per year pro-rated based on date of hire or eligibility. This cap can be used toward medical and life insurance ONLY. Eligible employees work at least 30 hours/week.

Work Year/Day:

- *As specified in contract
- **As specified on yearly calendar

COD Adopted:

**Sierra Montessori Academy
2019-20 Certificated Salary Schedule**

**Single Teacher
Classroom**

Step	Year	Classroom	Salary
Intern	0		\$49,573
1	1		\$50,317
2	2		\$51,575
3	3		\$52,864
4	4		\$54,186
5	5		\$55,541
6	6		\$56,930
7	7		\$58,353
8	8		\$59,812
9	9		\$61,307
10	10		\$62,840

Minimum Wage \$13 x 2 x 5 x 8 x 52 = \$54,080
dev 12 x 11 = \$49573

Jan 2020 Minimum wage \$13 = \$49573

Additional Stipulations

Experience Placement-Entry:

See below.

Credit for prior experience will be determined by the Director guided by the following criteria:

- Prior teaching experience shall have required a teaching credential
- A year is defined as 75% of the contract or calendar year.
- Prior teaching shall have occurred within ten (10) years immediately

Health Benefits:

Health benefits will be capped at \$390/month, or \$4,680 per year pro-rated based on date of hire or eligibility. This cap can be used toward medical and life insurance ONLY. Eligible employees work at least 30 hours/week.

Work Year/Day:

Teacher contract work year = student days + 7 inservice days = 182
Teacher contract work day will be 8:00 am - 3:30 pm daily
Educational Specialist work year and day may vary

Step & Class:

Step:

Class:

Class A--California Teaching Credential

Stipend:

TUPE Coordinator \$1,000.00

Substitute Pay:

7.5 hrs

Full Day: \$125.00

1/2 Day: \$62.50

COD Approved:

**Sierra Montessori Academy
2019-2020
Certificated Salary Schedule**

Special Education Resource Specialist:	See CA Certificated	
School Psychologist	\$80.00 an hour	for IEP's

Stipulations

- a. Prior teaching experience shall have required a teaching credential
- b. A year is defined as 75% of the contract or calendar year.
 Fractional parts of one (1) year may not be combined to meet the percentage requirement.
- c. Prior teaching shall have occurred within ten (10) years immediately preceeding the date of employment with the charter.

Additional Stipulations

Health Benefits:

Health benefits will be capped at \$390/month, or \$4,680 per year pro-rated based on date of hire or eligibility. This cap can be used toward medical and life insurance ONLY. Eligible employees work at least 30 hours/week.

Work Year/Day:

Teacher contract work year = varies
 Teacher contract work day is 7.5 hours
 Resource Specialist work year and day may vary

COD Adopted:

**Sierra Montessori Academy
2019-20 Special Education
Classified Salary Schedule**

Special Education Aide	\$16.00 per hour	
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Additional Stipulations

Health Benefits:

Health benefits will be capped at \$390/month, or \$4,680 per year pro-rated based on date of hire or eligibility. This cap can be used toward medical and life insurance ONLY. Eligible employees work at least 30 hours/week.

Work Year/Day:

- *As specified in contract
- **As specified on yearly calendar

COD Adopted:

Sarah Seward

March 15th, 2019

Dear Board Members,

I find myself writing to you again. The reason, and the only reason that I write to you is because SMA means a great deal to me. I know that it means a lot to you as well, you entrust your children there and volunteer of your own time working for the betterment of the school. Thank you for all that you do.

We all know that you, the board, are the only body with any authority over the director. The county may close the school, but they can't touch your director. He is your charge and yours alone.

I am saddened to hear that Mr. De Sena continues to marginalize people whom he dislikes. *This does not serve the needs of the students!* There will always and should be differing opinions, a school cannot be a personal business where only one view is tolerated. Mr. De Sena references the parents who come to his office to talk to him as supposed proof of his cooperative nature, however a great many people will not speak to him for fear of repercussion.

Mr. De Sena's need for a monoculture is bad for SMA and a disservice to the students. You may not see it, but he treats people vindictively. Both staff and families. The board has now invested much in the idea that he is not the problem. Some of you may be very attached to him as a friend, and hate the bad talk about him. Never the less, he is taking the school down, and it keeps on happening, with no consequence aside from the suffering of people who had found the right place for their child(ren), and employees who had planned to spend their days until retirement at our little haven of a school, they are the ones facing the consequences of this director's behavior.

This has nothing to do with any previous administrator, I have worked with all of them, through odd personalities and fierce squabbles, even when we had only a part time administrator and a teacher in charge to cover those administrator absences. We had a business manager who worked a few hours per week off site doing only budgets and warrants. Everyone took pay-cuts to get through the thinnest times, we truly all had each other's backs, even those we disagreed with. When hard work, cooperation and sacrifice on the parts of so many led to growth, it was a proud time for us.

A great many people have given much to create SMA, to help it survive and at times thrive. Please don't throw all of that away in order to protect this director and perhaps an ego here and there. When I was on the board we had to let an administrator go, and he was a friend of mine, it was very hard, but it had to be done for the success of the school.

You have ignored my previous letters and my formal complaint, but I am still here, still caring. SMA is a real value to our community. Please take care of this school before it is too late!

Sincerely,

Sarah Seward