



## CSMH Board of Directors Meeting - Minutes

Tuesday, September 3, 2024 at 5:30 pm  
9530 Monterey Road Morgan Hill, CA 95037

### Attendance

#### Present:

Board Members: Heather Allan, Heather Bringetto, Garth Gilmour, Noor Kalai, Michelle Millard, Heather Poore, Corina Sapien

Staff: Paige Cisewski and Susan Pfefferlen

#### I. Call to Order

The meeting was called to order at 5:35 pm.

- A. Roll Call of Members
- B. Pledge of Allegiance
- C. Acknowledge the Mission and Vision Statement

*Charter School of Morgan Hill uses project-based learning, strong family involvement and community interaction to develop lifelong learners prepared to be successful and innovative participants in the global community.*

- D. Adoption of Agenda
- E. Approval of Minutes

##### 1. Approval of Minutes from June 20, 2024 and June 24, 2024

A motion to approve the CSMH Board minutes from June 20, 2024, was made by Garth Gilmour and seconded by Heather Allan.

Approved 5-0

Abstaining - Michelle Millard

A motion to approve the CSMH Board minutes from June 24, 2024, was made by Heather Allan and seconded by Garth Gilmour.

Approved 4-0

Abstaining - Heather Bringetto and Michelle Millard

- F. Acknowledge outgoing Board Members

The CSMH Board and staff recognized and thanked outgoing Board members Heather Poore and Shelly Guerrero for their service, dedication, and time.

- G. Introduce newly elected Board members

The CSMH Board and staff welcomed new Board member Noor Kalai.

#### II. Public Comment - members of the public may speak on any topic not on the agenda

Please submit a "Speaker's Request" to Vivianne Brager prior to the meeting being called to order. Upon recognition by the Chair of the Board, please identify yourself before speaking. The CSMH Board of Directors reserves the right to limit speaking time to three (3) minutes or less per individual, and to limit the total time for public communication to no more than 20 minutes.

There was no public comment.

### III. Action Items

#### A. Accept the resignation of Board member Pete Settlemayer

Pete has taken a new position in Southern California. He has tendered his resignation from his Board position. We wish him the best and thank him for his service to CSMH and the charter community.

A motion to accept the resignation of Board member Pete Settlemayer was made by Garth Gilmour and seconded by Heather Allan.

Approved 6-0

#### B. Elect Officers of CSMH Board for 2024-2025

The Board of Directors is responsible for electing the Officers of the Board. The CSMH Board will be electing the Chairman, Vice-Chairman, and Secretary.

A motion to nominate Garth Gilmour as Chairperson / President of the CSMH Board of Directors was made by Heather Allan and seconded by Michelle Millard. Garth Gilmour accepted the nomination.

Approved 5-0

Abstaining - Garth Gilmour

A motion to nominate Heather Allan as Vice-President of the CSMH Board of Directors was made by Heather Bringetto and seconded by Garth Gilmour.

Heather Allan accepted the nomination

Approved 5-0

Abstaining - Heather Allan

#### C. Appoint Officers for CSMH for 2024-2025

The Board of Directors is responsible for appointing the Officers of the Corporation and the Officers of the Board. Information about officers can be found in Article V of the Bylaws. For the CSMH Corporation, we will be appointing the Chief Executive Officer, Chief Financial Officer, and Secretary. Staff recommends the following people:

CEO - Susan Pfefferlen

CFO - Paige Cisewski

Secretary - Vivianne Brager

A motion to approve the Officers of the Cooperation was made by Garth Gilmour and seconded by Heather Bringetto.

Approved 6-0

D. Select CSMH Board of Director Committee Members: Dispute Resolution Committee

The Board of Directors is responsible for electing Committee Members. Information about committees can be found in Article VI of the Bylaws.

A motion to nominate Michelle Millard, Heather Allan, and Garth Gilmour to the Dispute Resolution Committee was made by Heather Bringetto and seconded by Noor Kalai.

Approve 6-0

E. Approve Check Signers for all CSMH bank accounts

The Board of Directors is responsible for approving check signers. The staff recommends the following roles be once again approved as check signers – Executive Director/CEO, Principal, and Teacher Representative to the Board. CSMH currently has all bank accounts with Heritage Bank.

*It is recommended that the Board of Directors approve the Executive Director/CEO, Principal, and Teacher Representative to the Board as authorized check signers of all bank accounts.*

A motion to approve Paige Cisewski, Susan Pfefferlen, and Garth Gilmour as check signers was made by Michelle Millard and seconded by Noor Kalai.

Approved 6-0

F. Approve the CSMH Board of Director's meeting calendar for 2024-2025

Traditionally, the Board meets once a month at 5:30 pm. The following meeting dates are proposed:

- September 24th
- October 22nd
- November 19th
- December 10th
- January 21st
- February 25th
- March 11th
- April 22nd
- May 27th
- June 17th

A motion to approve the 2024-2025 CSMH Board of Directors calendar was made by Heather Allan and seconded by Noor Kalai.

Approve 6-0

G. Approve Personnel Report

*It is recommended that the Charter School of Morgan Hill Board of Directors approve the Personnel Report.*

A motion to approve the Personnel Report was made by Garth Gilmour and seconded by Heather Bringetto.

Approved 6-0

H. Approve 6th grade science camp field trip from September 24th-27th

Our 6th graders are scheduled to attend Outdoor Science School, an overnight science camp run by the Santa Cruz County of Education. The camp is located on the Koinonia Conference Grounds at 1605 Eureka Canyon Road in Watsonville, California.

**This mission of the camp is the following:**

*Residential Outdoor Science School promotes care for self, others and the natural world upon which our survival depends. We are committed to a safe and stimulating educational environment that nurtures an inquisitive mind.*

**We Believe That:**

- *Each student attending the Residential Outdoor Science School will develop valuable understanding of and appreciation for their environment and will begin to acquire informed attitudes concerning the conservation of natural and human resources;*
- *The use of the out-of-doors as a learning laboratory will complement and enhance classroom learning in the areas of science, social studies, mathematics, language arts, art, and physical education;*
- *Each student will develop their sensory skills enabling them to more closely observe and accurately identify the components of the universe;*
- *The Outdoor School program provides first hand experiences with the interrelationships and adaptations found in the natural environment; the dynamics of energy, cycles and systems of change; and our dependence on and responsibility for the environment;*
- *Socially, each student will make new friends, be responsible for their own behavior and the consequences of choices made, and will experience healthful and democratic living where the sharing of essential responsibilities is expected;*
- *Students will develop self confidence, respect for themselves, and an increased understanding of and respect for cultural differences as a result of small group living;*
- *Each student will experience the joy that can be derived from pleasurable activities in the out-of- doors;*

- *The Outdoor School program will develop informed citizens who will influence future legislation to conserve our natural resources and preserve the quality of the environment.*
- *We support teachers in their endeavor to meet California State Science Standards; and, we provide a unique learning environment for each teacher to observe their student in a new light.*

The camp cost is \$445 per student and \$180 per teacher. This field trip will be paid for through a CSMH Foundation grant.

For more information, please visit the camp's website at <https://osp.santacruzcoe.org/>

*It is recommended that the CSMH Board approve the 6th grade Science School trip from September 24th-27th.*

A motion to approve the 6th grade Science School trip from September 24th-27th was made by Michelle Millard and seconded by Heather Bringetto.  
Approved 6-0

- I. Ratify Memorandum of Understanding between CSMH and YMCA for summer and 2024-2025 ELOP services

This MOU is for services provided by the YMCA for both our summer ELOP program and the twenty days that the program will be offered during the 2024-2025 school year. As a reminder, ELOP requires that services be provided to students on 30 non-school days and that nine hours of service be provided on each of those days.

The cost of the contract is \$43,005 and will be paid from ELOP funds.

*It is recommended that the CSMH Board of Directors ratify the MOU between CSMH and the YMCA for the summer and the 2024-2025 school year Extended Learning Opportunities Program (ELOP).*

A motion to ratify the MOU between CSMH and the YMCA for the summer and the 2024-2025 school year Extended Learning Opportunities Program (ELOP) was made by Heather Bringetto and seconded by Heather Allan.  
Approved 6-0

#### IV. Discussion Items

- A. Filling Board vacancy

The Board will discuss if they would like to fill the vacancy due to Pete Settlemayer's resignation.

- B. Update on the CSMH Construction project

Paige Cisewski updated the Board on what has been completed and what is left to be done.

C. Board presentation calendar

Proposed presentations to the Board -

- October - summer program
- November - field trips
- December - academic data
- January - technology and robotics
- February - recruitment
- March - community engagement
- April -
- May - service learning projects

V. Reports

A. Executive Director report (Presenters: Paige Cisewski)

The Executive Director updated the Board on charter renewals happening at the County level.

B. Principal report (Presenters: Susan Pfefferlen)

The principal shared how well the opening of the 2024-2025 went. She acknowledged and thanked all the staff members and parents that helped with moving into the new building and classrooms.

C. Board Members reports

None

VI. Upcoming Events

September 18th - CSMH Fiesta at 5:00 pm  
September 24th - CSMH Board meeting at 5:30 pm  
October 3rd - Bike to School Day

VII. Adjournment

The meeting was adjourned at 6:54 pm.