



CSMH Board of Directors Meeting October 10, 2023 - Minutes

5:30 p.m.
@ 9530 Monterey Road Morgan Hill, CA 95037

Attendance

Present:

Members: Heather Allan, Heather Bringetto, Garth Gilmour, Shelly Guerrero, Heather Poore, Corina Sapien, Pete Settlemayer

Absent:

Members: Michelle Millard
Guests: Paige Cisewski, Susan Pfefferlen

- I. Call to Order (Presenters: Pete Settlemayer)
 - A. Roll Call of Members (Presenters: Pete Settlemayer)
 - 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 (Presenters: Pete Settlemayer)
 - E. Approval of Minutes (Presenters: Pete Settlemayer)
 1. Approval of Minutes from September 12, 2023

Motion:

A motion to approve the September 12, 2023 minutes was made by Garth Gilmour and seconded by Heather Allan.

Approved 7-0

- 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.
- III. Action Items
 - A. Approve 5th grade field trip to Camp Sea Lab from October 10th-12th

The CSMH Board is required to approve all overnight field trips. This school year, our 5th grade team was able to book an experience at Camp Sea Lab in Seascapes / Aptos. The program supports the NGSS (Next Generation Science Standards). The program is designed to highlight the unique and diverse Monterey Bay coastline. Students will experience an in-depth look at coastal ecosystems and participate in various labs like squid dissection. More information about the camp can be found at <https://campsealab.org>.

The students will be going for three days and two nights. Four teachers will be attending, as well as parent chaperones. The cost of the camp is approximately \$275 /person and covers accommodations, food, and camp instructors.

It is recommended that the Charter School of Morgan Hill Board of Directors approve the 5th grade field trip to Camp Sea Lab from October 10th-12th.

Motion:

A motion to approve 5th grade field trip to Camp Sea Lab from October 10th-12th was made by Shelly Guerrero and seconded by Heather Bringetto. Approved 7-0

B. Approve the requests for grants from the CSMH Foundation

We are proposing that the CSMH Board of Directors request the following grants from the CSMH Foundation –

\$50,000 - this grant will be used to offset the cost of a number of field trips that teachers have already planned and for which we need to submit payments.

\$25,000 - this grant will be used to support the appreciation program that recognizes staff dedication to CSMH. Staff members receive the following amounts for their commitment to CSMH –

- 10 years - \$5,000
- 15 years - \$6,000
- 20 years - \$7,000

The above amounts are adjusted for part-time employees.

These bonuses are distributed in October following the year they were achieved. This year we have the following staff members being recognized –

20 years

Nancy Depalma

Russ Chagnon

15 years

Robin Sin

10 years

Shelly Guerrero

This is a program that the Foundation has committed to supporting and that they accrue in their annual budget.

\$30,000 - this grant will be used for classroom supplies. Every year, the Foundation does a school supply drive. The teachers buy all the individual supplies that students need for the beginning of the school year.

\$7,500 - this grant will be used for various expenses in appreciation of the efforts of the CSMH staff. Funds will be used for the purchase of lunches, staff treats, and celebratory gatherings such as a holiday event.

It is recommended that the CSMH Board of Directors request the listed grants totaling \$112,500 from the CSMH Foundation.

Motion:

A motion to approve the requests for grants totaling \$115,500 (\$33,000 for school supplies) from the CSMH Foundation was made by Garth Gilmour and seconded by Heather Poore.

Approved 7-0

C. Declare CSMH's bus as obsolete

CSMH's bus is no longer CARB compliant. The cost to repair and maintain the bus is higher than the value of the bus.

It is recommended that the CSMH Board of Director's declare the bus as obsolete.

Motion:

A motion to declare the CSMH bus as obsolete was made by Heather Bringetto and seconded by Heather Allan.

Approved 7-0

IV. Discussion Items

A. Presentation on PBL

Project Based Learning and PBL World - [Susan Pfefferlen](#)

- What is PBL?
- Preparing kids for the workforce
- Why PBL?
- Who went?
- Gold Standard
- Tuning Protocol

B. CSMH Foundation - joint meeting next month

The CSMH Foundation Board will be attending the November meeting. They would like to discuss the future financial needs of the school. The Executive Director will present some thoughts about upcoming expenses that the CSMH Board of Directors will consider having the Foundation fund.

V. Reports

A. Executive Director report (Presenters: Paige Cisewski)

No Executive Director report

B. Principal report (Presenters: Susan Pfefferlen)

Highlights included:

- 2/3/4 building meeting and planning
- Goal setting conferences next week
- School assemblies
- One school one ROAR - Using all the same message

- Trunk or Treat
- San Jose PD - safety assessment
- Emergency backpack updates
- Annual fire inspection
- Upcoming Gala
- November 15th Fall Exhibition

C. Board Members reports

VI. Closed Session

The Board went into closed session at 6:24 p.m.

- A. Performance evaluation of Executive Director
- B. Compensation review for Executive Director and contract terms

VII. Public Session

The Board returned to public session at 7:13 p.m.

- A. The Board will report out any action taken in closed session in regards to the Executive Director's performance evaluation, compensation, and/or contract

As required, the Board Chair orally reported on the Executive Director's compensation terms for the 2023-2024 school year. The Board affirmed that the Executive Director's compensation was supported by the compensation study that the Board members had received and reviewed.

VIII. Upcoming Events

CSMH Foundation - joint meeting next month

IX. Adjournment

The meeting was adjourned at 7:24 p.m.