



# CSMH Board of Directors Meeting December 10, 2024 - Minutes

9530 Monterey Road  
Morgan Hill, CA 95037

## Attendance

### Present:

Members: Heather Allan, Heather Bringetto, Garth Gilmour, Noor Kalai, Megan McGrady, Corina Sapien, Diane Swing

### Absent:

Members: Michelle Millard

#### I. Call to Order (Presenters: Garth Gilmour)

The meeting was called to order at 5:30 p.m.

- A. Roll Call of Members (Presenters: Garth Gilmour)
- B. 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.*

- C. Adoption of Agenda (Presenters: Garth Gilmour)

### Motion:

A motion to adopt the agenda was made by Heather Allan and seconded by Heather Bringetto.

Approved 7-0

- D. Approval of Minutes (Presenters: Garth Gilmour)

- 1. Approval of Minutes from November 19, 2024

### Motion:

A motion to approve the minutes from the November 19, 2024, CSMH Board meeting was made by Heather Bringetto 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 (5) minutes or less per individual, and to limit the total time for public communication to no more than 20 minutes.

Charter School parent, Anita Reyes, expressed concern about an incident at the school on Monday, December 9, 2024. She asked that the administration communicate with parents in a more timely and detailed method. She expressed concern about the safety and security of the students, staff, and school as a whole during any crisis or shelter-in-place.

### III. Presentations

#### A. Academic Report

Paige Cisewski provided an academic report to the Board. She reviewed the scores and performance from the 2024 California Assessment of Student Performance and Progress (CAASPP) and the California Science Test (CAST).

### IV. Action Items

#### A. Approve the revised MOU between CSMH and the YMCA

The revised MOU with YMCA includes both the 30 intersession days and the after-school time for the Expanded Learning Program. The 30 intersession days are open to all CSMH students free of charge. The after-school Expanded Learning Program is free for any of the following students:

- qualifies for free and reduced lunch
- designated English Learner
- foster youth
- unhoused

#### **Motion:**

A motion to approve the revised MOU between CSMH and the YMCA was made by Heather Bringetto and seconded by Noor Kalai.

Approved 7-0

#### B. Approve the 2025-2026 school calendar

After the last Board meeting, we went back to the staff with some additional options. All staff members then had an opportunity to vote on their preferred calendar.

#### **Motion:**

A motion to approve the 2025-2026 school calendar was made by Heather Allan and seconded by Noor Kalai.

Approved 7-0

#### C. Approve 1st interim budget report

In accordance with Education Code 42130, a charter school is required to submit twice during the fiscal year (December 15 and March 15) a financial report certifying the school's ability to

meet its financial obligations. These reports examine the school's enrollment, spending pattern, fund balance, and reserve for economic uncertainties.

There are several purposes for these reports:

- To provide a review of the school's financial condition at periodic intervals during the fiscal year
- To provide a status report to the Board of Directors, the charter school's authorizer, the County Office of Education, and the public on the financial condition of the school
- To determine necessary budget revisions as a result of current or projected financial information
- The interim reports reflect adopted, revised, and projected budgets

*It is recommended that the Board of Directors approve the first interim budget.*

**Motion:**

A motion to approve 1st interim budget report was made by Heather Allan and seconded by Heather Bringetto.

Approved 7-0

D. Approve the 2023-2024 school year audited financial statements and report

The external accounting firm of Chavan & Associates, LLP performed the annual financial and State compliance audits for the fiscal year ending June 30, 2024. This report is required to be filed by December 15 of the year being audited. It will then be submitted to MHUSD, the Santa Clara County Office of Education, and the California State Controller.

*It is recommended that the CSMH Board approve the 2023-2024 school year audited financial statements and report.*

This item was moved to the next Board meeting.

V. Reports

A. Executive Director report (Presenters: Paige Cisewski)

B. Principal report (Presenters: Susan Pfefferlen)

Susan Pfefferlen focused on recent professional development that was completed with the staff. Topics included narrative report card writing, assessment data, PBL, and UDL.

C. Board Members reports

VI. Upcoming Events

VII. Adjournment

The meeting was adjourned at 6:43 p.m.