

APPROVED



Element Education

Minutes

Governing Board Meeting

Date and Time

Friday March 27, 2026 at 11:30 AM

Location

1441 Montiel Road #145
Escondido, CA

Directors Present

A. Schaner, B. Rohrer, C. Nunley, L. Cavazos, S. Subramanya, T. Breckenridge

Directors Absent

None

Guests Present

S. Michaels, T. Novacek

I. Opening Items

A. Call the Meeting to Order

Board Member Nunley called the meeting to order at 11:31 a.m.

B. Record Attendance

C. Public Comment on Closed Session item

No public comments on closed session items.

D. Adjourn to Closed Session

Board recessed to Closed Session at 11:32.

II. Closed Session

A. Public Employee Performance Evaluation (Gov. Code §54957) – Executive Director

The Board recessed to Closed Session to conduct the Public Employee Performance Evaluation of the Executive Director pursuant to Government Code §54957.

III. Public Session

A. Call to Order and Establishment of Quorum

The Regular Meeting was called to order at 12:13 p.m., and a quorum was established.

B. Pledge of Allegiance

Board member Schaner led the Pledge of Allegiance.

C. Approval of Agenda

T. Breckenridge made a motion to approve the agenda.

B. Rohrer seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

L. Cavazos Aye

S. Subramanya Aye

C. Nunley Aye

B. Rohrer Aye

T. Breckenridge Aye

A. Schaner Aye

D. D. Disclosure of Board Actions Taken in Closed Session, pursuant to Government Code §54957.1.

Board Member Nunley shared that the Board will reconvene at the end of the meeting to discuss the adoption of the succession plan.

IV. Recognitions and Presentations

A. Staff Recognition

Ms. Wieme recognized Ms. Becker for her exceptional work on the American Heart Association's annual fundraiser.

B.

School Presentation-Community Montessori

Mr. Otte presented updates and activities within CM.

C. School Presentation-Dimensions Collaborative School

Mr. Johnson presented updates and activities within DCS.

D. Purple Star Presentation-Dimensions Collaborative School

Ms. Hilliard shared a presentation recognizing Dimensions Collaborative School for recently being designated as a Purple Star School.

E. Student Services Report (Special Education and English Learner)

Ms. Sestina provided the Board with an update on Student Services, including Special Education and English Learner programs.

V. Communications- Agenda and Non-Agneda Items

A. Public

Board Member Nunley read a written comment from Community Montessori parent Stephanie Cheung regarding the need for additional shade.

B. Members of the Board

No comments from the Board.

VI. Approval of Consent Items

A. Approval of the Regular Board Meeting Minutes on February 27, 2026.

B. Rohrer made a motion to approve the minutes from Governing Board Meeting on 02-27-26.

A. Schaner seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

L. Cavazos Aye
B. Rohrer Aye
S. Subramanya Aye
A. Schaner Aye
C. Nunley Aye
T. Breckenridge Aye

B. Approval of Check Run for February 2026.

B. Rohrer made a motion to approve February 2026 Check Run.

A. Schaner seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

C. Nunley Aye
B. Rohrer Aye
A. Schaner Aye
L. Cavazos Aye
T. Breckenridge Aye
S. Subramanya Aye

VII. Information Item-Chief Business Officer Report

A. Financial Position of Schools

Mr. Miller presented current financial information for Community Montessori and Dimensions Collaborative School.

B. Technology Report

Mr. Miller reported on recent technology projects and updates.

VIII. Information Item-Director of Human Resources Report

A. Employment Activity

Ms. Sihota reviewed her written report on recent hires and current openings.

B. Professional Learning Activity (external)

Ms. Sihota reviewed her written report on employees who engaged in formal professional learning since the last board meeting.

IX. Information Item-Chief Operations Officer Report

A. Facilities Update

Mr. Yung reported on the status of recent facility improvements.

B. Resource Management

Mr. Yung shared a report on resource management projects and improvements.

X. Executive Director Report

A. Authorizer Relations

Ms. Novacek shared a letter indicating that the schools are in good standing with SELPA and a letter from the authorizer expressing satisfaction with the Unaudited Actuals Financial Report.

B.

Strategic Planning Update

Ms. Novacek shared with the Board a comprehensive summary of the Element Education SWOT analysis results and the Executive Director Search Survey results, both of which were compiled from feedback provided by Element Education staff across the organization.

XI. Action Item(s) for Element Education

A. Approval of the Asset Disposal List.

S. Subramanya made a motion to approve the Asset Disposal List.

B. Rohrer seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

B. Rohrer Aye
A. Schaner Aye
S. Subramanya Aye
C. Nunley Aye
T. Breckenridge Aye
L. Cavazos Aye

B. Approval of the 2026-2027 Element Education Calendar.

T. Breckenridge made a motion to Approve the 26-27 Element Education Calendar.

B. Rohrer seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

T. Breckenridge Aye
A. Schaner Aye
B. Rohrer Aye
S. Subramanya Aye
C. Nunley Aye
L. Cavazos Aye

C. Approval of the 2027-2028 Element Education Key Dates.

B. Rohrer made a motion to approve the 27-28 Key Dates.

A. Schaner seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

L. Cavazos Aye
T. Breckenridge Aye
A. Schaner Aye
C. Nunley Aye
S. Subramanya Aye

Roll Call

B. Rohrer Aye

D. Approval of Purchase of Replacement AED's

S. Subramanya made a motion to approve the purchase of replacement AEDs.

T. Breckenridge seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

C. Nunley Aye

T. Breckenridge Aye

S. Subramanya Aye

A. Schaner Aye

B. Rohrer Aye

L. Cavazos Aye

E. Approval of Revised Policies: Animals at School, Executive Director Responsibilities, and Governing Board Meetings

L. Cavazos made a motion to approve the following revised Policies: Animals at School, Executive Director Responsibilities, and Governing Board Meetings.

T. Breckenridge seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

T. Breckenridge Aye

C. Nunley Aye

A. Schaner Aye

L. Cavazos Aye

B. Rohrer Aye

S. Subramanya Aye

F. Approval of New Policies: Title IX and Governing Board Code of Conduct

L. Cavazos made a motion to approve the following new policies: Title IX and Governing Board Code of Conduct.

A. Schaner seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

A. Schaner Aye

S. Subramanya Aye

T. Breckenridge Aye

L. Cavazos Aye

B. Rohrer Aye

C. Nunley Aye

XII. Action Items(s) for Community Montessori

A. Approval of the Purchase of Chromebooks.

S. Subramanya made a motion to approve the purchase of Chromebooks.

T. Breckenridge seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Subramanya Aye

C. Nunley Aye

B. Rohrer Aye

A. Schaner Aye

T. Breckenridge Aye

L. Cavazos Aye

B. Approval of the Curriculum List.

A. Schaner made a motion to approve the curriculum list, including the addition of Montessori materials.

L. Cavazos seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

T. Breckenridge Aye

S. Subramanya Aye

C. Nunley Aye

B. Rohrer Aye

A. Schaner Aye

L. Cavazos Aye

C. Approval of the Second Interim Budget.

S. Subramanya made a motion to approve the Second Interim Budget.

L. Cavazos seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

T. Breckenridge Aye

S. Subramanya Aye

B. Rohrer Aye

A. Schaner Aye

L. Cavazos Aye

C. Nunley Aye

XIII. Action Item(s) for Dimensions Collaborative School

A. Approval of Resolution Recognizing April as the Month of the Military Child.

L. Cavazos made a motion to approve Resolution Recognizing April as the Month of the Military Child.

A. Schaner seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

B. Rohrer Aye
S. Subramanya Aye
L. Cavazos Aye
A. Schaner Aye
C. Nunley Aye
T. Breckenridge Aye

B. Approval of the Second Interim Budget.

S. Subramanya made a motion to approve the Second Interim Budget.

B. Rohrer seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Subramanya Aye
T. Breckenridge Aye
A. Schaner Aye
C. Nunley Aye
L. Cavazos Aye
B. Rohrer Aye

XIV. Future Agenda Items

A. Items

Handbook Revisions
Course Descriptions
Compensation Committee Report

XV. Closing Items

A. Adjourn Meeting

A. Schaner made a motion to adjourn the meeting.

T. Breckenridge seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

T. Breckenridge Aye
B. Rohrer Aye
L. Cavazos Aye
C. Nunley Aye
S. Subramanya Aye

Roll Call

A. Schaner Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:19 PM.

Respectfully Submitted,

C. Nunley

XVI. Recess to Closed Session

A. At 1:20 PM, the Board recessed to Closed Session to continue discussion regarding the succession plan.

The Board reconvened to Open Session from Closed Session. Board Member Nunley reported that the Board provided the Executive Director with guidance on forming a search committee. In addition, the Board will hold a Special Meeting on April 10, 2026, at 12:00 p.m. to approve the job description and establish the committee to conduct the Executive Director search. No formal action was taken.