APPROVED

Element Education

Minutes

Governing Board Meeting

Date and Time
Friday August 28, 2026 at 12:00 PM

Location
Element Education
Administrative Offices
1441 Montiel Road #145
Escondido, CA 92026

Directors Present
A. Hopps, B. Rohrer, C. Nunley (remote), L. Cavazos (remote), S. Subramanya, T. Breckenridge

Directors Absent
None

Guests Present
S. Michaels, T. Novacek

I. Opening Items

A. Call the Meeting to Order

C. Nunley called a meeting of the board of directors of Element Education to order on Friday Aug 28, 2026 at 12:04 PM.

B. Record Attendance

Signed by: Chris Nunley (10/30/2026)

C. Pledge of Allegiance

Board Member Subramanya led the Pledge of Allegiance.

D. Approve Agenda

B. Rohrer made a motion to approve the agenda.
T. Breckenridge seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Recognitions and Presentations

A. Recognitions

Ms. Sestina recognized **Ellie Sangster, Administrative Specialist – Student Records,** for her work on several recent projects.
Ms. Campbell recognized Tanya Lake, Education Technology Manager for her dedication and recent work on several summer projects.
On behalf of Element Education, Ms. Novacek recognized Board Member Rohrer for 20 years of service.

B. School Presentation-Community Montessori

Mr. Otte presented updates and activities within CM.

C. School Presentation-Dimensions Collaborative School

Ms. Campell presented updates and activities within DCS.

D. Student Recognition

Ms. Campbell recognized **Angelina and Belinda Gomez** for earning the title of **2026 USJF Kata Summer National Champions** and bringing home the gold medal in the Under-18 Kata Division.

III. Communications- Agenda and Non-Agneda Items

A. Public

There were no public comments.

B.

Members of the Board

There were no comments from the Board.

IV. Approval of Consent Items

A. Approval of the Regular Board Meeting Minutes on July 24, 2026

B. Rohrer made a motion to approve the minutes from Governing Board Meeting on 07-24-26.
S. Subramanya seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approval of the Special Board Meetings Minutes on August 6, 2026

B. Rohrer made a motion to approve the minutes from Special Governing Board Meeting on 08-06-26.
S. Subramanya seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Approval of Check Run for July 2026.

B. Rohrer made a motion to approve Check Run for July 2026.
S. Subramanya seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. 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.

VI. 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.

VII. 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.

VIII. Executive Director Report

A. Authorizer Relations

Ms. Novacek shared that staff is preparing for the upcoming charter renewal public hearings. She also reported that the material revision for Dimensions Collaborative School was withdrawn.

B. Professional Learning – Annual Kick-off

Ms. Novacek shared that the All-Staff Kickoff went well and staff feedback will be used for future planning.

IX. Action Item(s) for Element Education

A. Approval of Revised Ramp Card Authorized Position Titles and Limits

S. Subramanya made a motion to approve the Revised Ramp Card Authorized Position Titles and Limits.
A. Hopps seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Hopps	Aye
B. Rohrer	Aye
S. Subramanya	Aye
L. Cavazos	No
C. Nunley	Aye
T. Breckenridge	Aye

B. Approval of Amended Conflict of Interest Code and Adoption of Resolution

A. Hopps made a motion to approve the Amended Conflict of Interest Code and Adoption of Resolution.
T. Breckenridge seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Approval of Revised Fiscal Operations Policy

S. Subramanya made a motion to approve the Revised Fiscal Operations Policy.
B. Rohrer seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

X. Action Items for Community Montessori

A. Approval of iReady Renewal Quote.

T. Breckenridge made a motion to approve the iReady Renewal Quote.
L. Cavazos seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

XI. Action Item(s) for Dimensions Collaborative School

A. Approval of iReady Renewal Quote

A. Hopps made a motion to approve the iReady Renewal Quote.
T. Breckenridge seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approval of iXL Renewal Quote.

B. Rohrer made a motion to approve the iXL Renewal Quote.
A. Hopps seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

XII. Future Agenda Items

A. Items

AI Policy
Unaudited Actuals

XIII. Closing Items

A.

Signed by: Chris Nunley (10/30/2026)

Adjourn Meeting

T. Breckenridge made a motion to adjourn the meeting.
A. Hopps seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
S. Subramanya	Aye
L. Cavazos	Aye
C. Nunley	Aye
A. Hopps	Aye
B. Rohrer	Aye
T. Breckenridge	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:30 PM.

Respectfully Submitted,
T. Breckenridge

Signed by: Chris Nunley (10/30/2026)