



CSMH Board of Directors Meeting - Minutes

1/21/2025 5:30 pm
9530 Monterey Road
Morgan Hill, CA 95037

Attendance

Present:

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

Absent:

Members: Michelle Millard

School Representatives: Vivianne Brager, Paige Cisewski, Susan Pfefferlen, Jen Stenn

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 December 10, 2024

Motion:

A motion to approve the minutes from the December 10, 2024 meeting was made by Heather Allan and seconded by Heather Bringetto.

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.

There was no public comment.

III. Action Items

A. Acceptance of the 2023-2024 audit 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 was filed by December 15 and submitted to MHUSD, the Santa Clara County Office of Education, and the California State Controller.

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

Motion:

A motion to accept the 2023-2024 audit report was made by Diane Swing and seconded by Noor Kalai.

Approved 7-0

B. Approve agreement between Techcon and CSMH \$31,241

This contract is for improving the drainage around the permanent building that houses classrooms 11 and 12. This work needs to be completed so that the water does not continue to go under the building and ruin the flooring.

It also includes the installation of the poles for the playground equipment (basketball, tetherball, and hot shot).

It is recommended that the CSMH Board approve the agreement between CSMH And Techcon for \$31,241.

Motion:

A motion to approve the agreement between CSMH and Techon for \$31,241.00 was made by Heather Allan and seconded by Heather Bringetto.

Approved 6-0

Diane Swing abstained from the discussion and vote

C. Approve publication of CSMH's School Accountability Report Card (SARC)

Under the requirements of Proposition 98, California school governing boards are mandated to prepare, publish, and disseminate an annual School Accountability Report Card (SARC) for each school in their jurisdiction. These report cards represent information from the previous school year.

In 1990, the California Board of Education adopted a model for the development of the SARC. Much of the information in the SARC is prepopulated. The law requires that this document be available for parents and the community at the school site as well as posted on the website by February 1st of each year.

CSMH's SARC will be posted by the February 1st deadline and is attached for the Board's review.

It is recommended that the CSMH Board approve the publication of the 2023-2024 School Accountability Report Card.

Motion:

A motion to approve the publication of the 2023-2024 School Accountability Report Card was made by Heather Allan and seconded by Heather Bringetto.
Approved 7-0

D. Approve agreement between CSMH and Parent Square - Smart Sites

For the past several years, we have used Edlio to design and host our website. Our contract with them is coming due in March. Recently, Parent Square acquired a company that specializes in website development. We have been extremely happy with Parent Square and felt that the integration between the platforms would be advantageous.

<https://www.parentsquare.com/school-website-design/>

It is recommended that the CSMH Board approve the agreement between CSMH and Parent Square - Smart Sites.

Motion:

A motion to approve the agreement between CSMH and Parent Square - Smart Sites was made by Diane Swing and seconded by Heather Bringetto.
Approved 7-0

IV. Discussion Items

A. Open Enrollment

The administration will share information about open enrollment.

Paige Cisewski spoke about the upcoming open enrollment period, perspective parent meeting, school tours, and the lottery for the 2025-2026 school year.

B. Update on school facilities

Paige will update the Board on the barn and other school projects

Paige Cisewski updated the Board on the progress of the barn building.

C. Minimum Day calendar for 2025-2026

Paige Cisewski discussed variations to the school calendar for 2025-2026.

V. Reports

A. Executive Director report (Presenters: Paige Cisewski)

B. Principal report (Presenters: Susan Pfefferlen)

Susan Pfefferlen spoke about the recent staff development focus being around the report card process. She also shared information about parent night, Bingo, great kindness challenge week, middle school student tour guides for prospective parents, and World Read Aloud Day.

C. Board Members reports

VI. Upcoming Events

January 23rd - Bingo Night at 5:00 pm
January 27th - open enrollment begins
February 5th - World Read Aloud Day
February 10th - 14th - school tours
February 17th - 21st - winter break
February 25th - CSMH Board meeting

VII. Closed Session

Open session adjourned at 5:58 pm and the Board went into closed session at 5:59 pm.

Attendance

Present:

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

Admin: Paige Cisewski

- A. Public Employment/ Public Employee Performance Evaluation - Executive Director
 - B. Public Employee - Discipline/ Dismissal/ Release / Reassignment/ Complaint
 - C. Reconvene to public session and report out any actions taken in closed session
- Closed session adjourned at 7:05 pm. Open session was called to order at 7:06 pm.

CSMH President, Garth Gilmour, announced that Paige Cisewski shared with the Board her plans to step down as Executive Director on June 30, 2025. She presented a preliminary transition plan that the Board will discuss further at future meetings.

VIII. Adjournment

The meeting was adjourned at 7:08 pm.