



CSMH Board of Directors Meeting February 13, 2024 Minutes

@ 9530 Monterey Road Morgan Hill, CA 95037

Attendance

Present:

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

Staff: Paige Cisewski, Susan Pfefferlen

I. Call to Order

The meeting was called to order at 5:30 p.m. by Board President Pete Settlemayer

A. Roll Call of Members

B. Pledge of Allegiance

The Pledge of Allegiance was led by Pete Settlemayer.

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

E. Approval of Minutes

1. Approval of Minutes from December 12, 2023

Motion:

A motion to approve the minutes from the December 12, 2023 meeting was made by Garth Gilmour and seconded by Michelle Millard.

Approved 8-0.

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 were no public comments regarding items not on the agenda.

III. Action Items

A. Action #1 - Ratify CSMH 2022-2023 School Accountability Report Card

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 was completed and posted by the February 1st deadline and is attached for the Board's review.

It is recommended that the CSMH Board ratify the 2022-2023 School Accountability Report Card.

Motion:

A motion to ratify the CSMH 2022-2023 School Accountability Report Card (SARC) was made by Garth Gilmour and seconded by Michelle Millard.

Approved 8-0

B. Action #2 - Approve the CSMH School Safety Plan

The CSMH Board of Directors is responsible for approving a Comprehensive School Safety Plan each year by March 1st. This year, we rewrote the entire plan. This new plan is extremely detailed and thorough.

In addition, a safety committee consisting of interested parents began meeting at the beginning of the 2023/2024 school year. The plan was shared with the committee for input and suggestions.

The plan can be found [here](#).

It is recommended that the CSMH Board approve CSMH's Comprehensive School Safety Plan.

Motion:

A motion to approve the CSMH School Safety Plan was made by Heather Poore and seconded by Heather Bringetto.

Approved 8-0

C. Action #3 - Approve CSMH Audited Financial Statements and Report for the year ended June 30, 2023

The external accounting firm of Chavan & Associates, LLP performed the annual financial and State compliance audits for the fiscal year ending June 30, 2023. They prepared the attached Audited Financial Statements and Report with the overview of the DMS team.

This report is normally required to be filed by December 15 of the year being audited. Chavan and Associates asked for an extension that was approved by the District and Santa Clara County Office of Education.

It is recommended that the CSMH Board approve the Audited Financial Statements & Report for the year ended June 30, 2023.

Motion:

A motion to approve CSMH Audited Financial Statements and Report for the year ended June 30, 2023, was made by Pete Settelmayer and seconded by Heather Allan.

Approved 8-0

D. Action #4 - Approve 8th grade travel to Washington D.C. from March 22nd-29th

Charter School of Morgan Hill's 8th grade students have the opportunity to participate in an east coast trip. The group will be visiting sites in Washington D.C., Philadelphia, New York, and Boston. The trip will take place from March 22-29. CSMH is once again using EF Tours. The tour company is responsible for making all travel, hotel, dining, and sightseeing arrangements. Tour guides will travel with the group once they arrive in Washington and will be with them throughout the entire tour.

The group will travel by plane to Washington D.C. and then by bus to all attractions, including those in Philadelphia, New York, and Boston. Just some of the sites the students will experience include Arlington Cemetery, the National Cathedral, Smithsonian Museums, multiple memorials, the Freedom Trail, and the Liberty Bell.

The average cost per student was \$3,331 and adult was \$4,023. The group raised over \$30,500 through fundraising. Families that participated in the fundraising, which means they contributed a minimum of ten hours of volunteer work, received money to reduce the cost of their child's trip. Individual students were able to raise money through fundraising that went directly to their trip accounts. The CSMH Foundation also contributed a grant of \$10,000 that provided scholarships as well as additional financial support to all students participating in the trip.

There will be 71 students and 21 parents on the trip. The following CSMH staff members will also be attending:

- Melissa Mangano – 8th grade history teacher (tentative)
- Susan Pfefferlen – principal
- Kim Sorenson –8th grade language arts teacher
- Tristine Jakubs – special education teacher

It is recommended that the CSMH Board approve the 8th grade trip to Washington D.C. from March 22nd-29th.

Motion:

A motion to approve 8th-grade travel to Washington D.C. from March 22nd-29th was made by Michelle Millard and seconded by Heather Bringetto.

Approved 8-0.

IV. Discussion Items

A. Presentation by staff on the mental health services and programs at CSMH

Presentation [here](#)

A Mental health services and programs presentation was made by Lacosta Browning, Jennifer Stenn, Melissa Mangano, and Carlie Lehrfeld.

B. Update on new building and construction

Public Comment on this agenda item –

CSMH parent, Amelia Hatfield, inquired about the status of the PA system and fire alarm in the new building. She also asked about the physical safety in the new building with all the windows and glass doors and the possibility of installing blinds. She brought up a concern regarding the lack of visibility in the restrooms due to the full doors on the stalls.

CSMH parent, Bernadette Crowl, thanked the CSMH for the social-emotional work everyone is doing.

Paige Cisewski updated the Board on the new building and construction.

C. Mid-year LCAP review

Presentation [here](#)

Mid-year LCAP Review – this is the last year of the 3-year cycle and new LCAP goals will be developed.

V. Reports

A. Principal report (Presenters: Susan Pfefferlen)

Susan updated the Board on the following recent events at CSMH –

- World Read Aloud Day
- San Jose PD presentation to the 7th and 8th grades
- Cheetah Cheers for middle school
- Narrative Report Cards
- Tuning Protocols

VI. Upcoming Events

February 19th-23rd - Winter Break

March 12th - Board Meeting

March 13th - Talent Show at 6:00 pm

March 14th - K/1st grade tea and coffee with the Principal and Executive Director

March 15th - Full Day Staff Development

VII. Adjournment

The meeting was adjourned at 7:02 p.m.