



# CSMH Board of Directors Meeting November 14, 2023 - Minutes

Nov 14, 2023 at 5:30 PM PST  
@ 9530 Monterey Road Morgan Hill, CA 95037

## Attendance

### Present:

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

### Absent:

Members: Garth Gilmour

Guests: Paige Cisewski, Susan Pfefferlen

Also in attendance were the CSMH Foundation Board members: Amol Balljol, Claude Solanas, Mary Roensch, Brian Sullivan, Paul Richey, Jana Borello, Diana Gil, Siobhan McNamara, Brian Sullivan, and Cyndy Sanchez-Singh.

## I. Call to Order (Presenters: Pete Settlemayer)

The meeting was called to order at 5:39 p.m.

- A. Pledge of Allegiance
- 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. Approval of Minutes (Presenters: Pete Settlemayer)
  - 1. Approval of Minutes from October 10, 2023

### Motion:

A motion to approve the minutes from October 10, 2023.

A motion was made by Michelle Millard 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 (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. Discussion Items

#### A. Conversation with the CSMH Board of Directors and the CSMH Foundation Board about future needs

- Barn costs
- Existing permanent buildings - ceiling removal - expose original ceiling
- Kinder/first-grade playground
- New building - furniture
- Painting the outside of buildings
- Diana Gill: Gala - less attendance - made more money

#### B. CalSTRS Audit

CSMH just completed an audit with CalSTRS. There were two findings - one coding error and a Master's Degree overpay in the 2021-2022 school year due to switching the payroll calendar. A solution to the "catch up" payment was discussed.

### IV. Action Items

#### A. Approve the 6th grade Science School trip from December 6th-9th

The 6th graders are scheduled to attend Outdoor Science School, an overnight science camp run by the Santa Cruz County of Education. The camp is located on the Koinonia Conference Grounds at 1605 Eureka Canyon Road in Watsonville, California.

Seventy-four of the seventy-five sixth graders have signed up for the 4-day, 3-night camp. The camp cost is \$418 per student and \$175 per teacher. This field trip will be paid for through a CSMH Foundation grant.

#### **Motion:**

A motion to approve the 6th grade Science School trip from December 6th-9<sup>th</sup> was made by Michelle Millard and motion by Heather Allan.

Approved 7-0.

#### B. Ratify the agreement between the Santa Cruz Office of Education and CSMH for Outdoor Science School

**Motion:**

A motion to ratify the agreement between Santa Cruz Office of Education and CSMH for Outdoor Science School was made by Heather Bringetto and seconded by Michelle Millard.

Approved 7-0.

- C. Approve a one-time compensation amount of \$2700 for a Master's degree during the 2021-2022 school for any employee hired before the 2021-2022 school year. This is a one time "catch up" amount as CSMH transitioned to a new payroll service and schedule.

**Motion:**

A motion to approve a one time compensation amount of \$2700 for a Master's degree during the 2021-2022 school for employees hired before the 2021-2022 school year and that this payment represents a one time "catch up" amount as CSMH transitioned to a new payroll service and schedule was made by Michelle Millard and seconded by Heather Bringetto.

Approved 7-0.

- D. Ratify payment to Global Paving for \$22,800

**Motion:**

A motion to ratify payment to Global Paving for \$22,800 was made by Heather Bringetto and motion by Heather Allan.

Approved 7-0

V. Reports

- A. Executive Director report (Presenters: Paige Cisewski)

Paige updated the Board on the construction of the new building and gave an estimated time of completion as the first week of December.

- B. Principal report (Presenters: Susan Pfefferlen)

Susan highlighted some recent school events –

- Goal-setting conferences
- Professional development activities
- Trunk or Treat – well-attended and fun community activity
- Bike to School - 200 participants

VI. Upcoming Events

November 15th - Fall Exhibition 3:30 pm - 6:30 pm

November 20th - 24th - Holiday Break

December 4th - 8th - Book Fair

December 5th - 8th - 6th grade at Outdoor Science School  
December 12th - CSMH Board of Directors meeting

VII. Adjournment

The meeting was adjourned at 6:29 p.m.