



Bella Mente Montessori Academy

Board of Directors

Scott Moote, President
Daniel Niebaum, Treasurer
Greg McGuire
James Smith

Bella Mente Charter School Special Board Meeting Minutes September 9, 2025

Meeting Location: 1737 W. Vista Way, Vista, California 92083

Virtual participation: <https://attendee.gotowebinar.com/register/2733304992588887135>

(BMMA endeavors to provide virtual public participation on a voluntary basis. This option may not be provided for all Board Meetings.)

You can also dial in using your phone.

United States: 1 (631) 992-3221

Access Code:623-447-287

IMPORTANT NOTICE: Members of the public can view the meeting via livestream and can participate in the meeting electronically via GotoWebinar. Members of the public who would like to address the Board may do so in person at the meeting location, or may do so electronically by emailing board@bellamentecharter.org prior to start of the meeting to request a hold card / time to speak, or by responding when the Board Chair confirms public commenters for each item. The hold cards will be issued as early as 6:00pm up until the meeting is called to order. Members of the public need not submit their comments in advance.

CLOSED SESSION: at 6:30 PM (NONE)

OPEN SESSION: when the closed session adjourns 6:31PM

I. Call to order, roll call and establishment of quorum

Moved By	<i>SM</i>	Seconded By	<i>DN</i>
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

II. CLOSED SESSION (None)

A. Public comment on closed session items

1. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS- NONE
2. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: PUBLIC EMPLOYEE EVALUATION - NONE
3. In accordance with Government Code Section 54956.9, the Board will meet in closed session to consider: CONFERENCE

WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Gov. Code §54956.9(d)(2) and/or §54956.9(d)(4) - NONE

4. In accordance with Government Code Section 54956.9, the Board will meet in closed session to consider: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION NONE

III. OPEN SESSION/REGULAR MEETING

Call to order, roll call and establishment of quorum

Moved By	JS	Seconded By	GM
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AYE	NAY	ABSTAIN	ABSENT	Board Member
X				Scott Moote
X				Dan Niebaum
X				Greg McGuire
X				James Smith

A. REPORTABLE ACTION ITEMS CONSIDERED IN CLOSED SESSION

B. NONAGENDA PUBLIC COMMENTS (20 MINUTES TOTAL)

PUBLIC COMMENTS/COMMUNITY MEMBERS: Any member of the public who wishes to speak to an agenda item not on the agenda but regarding school business may do so at this time. The hold cards will be issued as early as 6:00pm up until the meeting is called to order. Individual speakers will be allowed up to three (3) minutes to address the Board on each agenda or non-agenda item, and the Board will limit the total time for public comments on each item to twenty (20) minutes.

In an effort to hear as many speakers as possible, comment times may be shortened by the Board Chair (depending on the number of speakers on any agenda or non-agenda item). The Board Chair may also extend the time limits for comments, and/or may move additional comments beyond a specific time allotment to later in the meeting, in order to provide sufficient time for the Board to conduct the Board's business during the meeting.

Bella Mente Charter School welcomes your participation at Board meetings. Your participation assures us of continuing community interest in our school.

C. APPROVAL OF AGENDA

Recommended motion: Approve the agenda for the September 9, 2025 Board of Directors Meeting.

Moved By	JS	Seconded By	GM
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

D. DISCUSSION ITEMS

- Executive Director Announcements** - Erin Feeley will provide legislative, safety & risk management, special education updates and fiscal projection updates. NONE
- Monthly Financial Board Report** - Joshua Eng, Regional School Business Director from CSMC will report on the monthly financial report. NONE
- Campus Report**- Patrick Broughton, Director of Compliance will report on performance updates. NONE

4. **Enrollment Report-** Gladys Espino, Director of Support Services: NONE

E. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

Executive Director's Recommendation: Approve Consent Calendar

Public Comment

Moved By	NA	Seconded By	NA
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Dan Niebaum
				Greg McGuire
				James Smith

F. DISCUSSION/ACTION ITEMS

1. Review and Approve updated Employee Handbook

Executive Director's Recommendation: Approve

Public Comment

Moved By	DN	Seconded By	JS
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

IV. ADJOURNMENT 6:35PM

Moved By	DN	Seconded By	JS
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

End of Meeting at:
Next Meeting: October 14, 2025

Instructions for Comments to the Board by Members of the Community

Bella Mente Charter School welcomes your participation at meetings of the Board of Directors. The purpose of the Board's public meeting is to conduct the affairs of the school in public. We hope that you will visit these meetings often and your participation assures us of continuing community interest in our school. To assist you in speaking/participating in our meetings, the following guidelines are provided.

1. The agenda is available to all community members. Please note that the order of consideration of items on the agenda may be changed without prior notice.
2. Community members who wish to speak on any agenda items or under the general category of "Public Comment" will be given an opportunity to do so.
3. "Public Comment" is set aside for members of the community to raise issues that are not specifically on the agenda. However, due to public meeting laws (Brown Act), the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed twenty (20) minutes. Exceptions to these time limits may be made at the discretion of the Board Chair. The Board may give direction to staff to respond to your concerns or you may be offered the option of returning with a citizen requested agenda item.
4. With regard to items that are on the agenda, you may speak for up to (3) minutes when the Board discusses that item. Exceptions to this time may be made at the discretion of the Board Chair.
5. Community members may request in writing that a topic related to school business be considered for placement on a future agenda. Requests should be addressed to the Board Chair and emailed to board@bellamentecharter.org. If such an item is placed on the agenda and publicly noticed, the Board can respond, interact, and act upon the item. There is no right to have an item placed on the agenda.
6. Any person with a disability who requires a modification or a reasonable accommodation, including auxiliary aids or services, to participate in a public meeting of the Board of Directors may request such modification or accommodation by contacting Bella Mente Charter School, 1737 W. Vista Way, Vista, California 92083, or by telephone at 760-621-8931, or by email at board@bellamentecharter.org. Please make any requests at least 12 hours prior to the meeting.
7. For more information concerning this agenda, please contact Bella Mente Charter School, 1737 W. Vista Way, Vista, California 92083, or by telephone at 760-621-8931, or by email at board@bellamentecharter.org.

Approved on: 10/14/2025

Signature of Board Member

Signature of Board Member

	
Name: Greg McGuire	Name: James Smith



Bella Mente Montessori Academy

Board of Directors

Scott Moote, President
Daniel Niebaum, Treasurer
Greg McGuire
James Smith

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OPEN SESSION: when the closed session adjourns

I. Call to order, roll call and establishment of quorum

II. CLOSED SESSION (None)

A. Public comment on closed session items

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4. In accordance with Government Code Section 54956.9, the Board will meet in closed session to consider: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION NONE

III. OPEN SESSION/REGULAR MEETING - 6:36PM

Call to order, roll call and establishment of quorum

Moved By	JS	Seconded By	GM
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

A. REPORTABLE ACTION ITEMS CONSIDERED IN CLOSED SESSION

B. NONAGENDA PUBLIC COMMENTS (20 MINUTES TOTAL)

PUBLIC COMMENTS/COMMUNITY MEMBERS: Any member of the public who wishes to speak to an agenda item not on the agenda but regarding school business may do so at this time. The hold cards will be issued as early as 6:00pm up until the meeting is called to order. Individual speakers will be allowed up to three (3) minutes to address the Board on each agenda or non-agenda item, and the Board will limit the total time for public comments on each item to twenty (20) minutes.

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Bella Mente Charter School welcomes your participation at Board meetings. Your participation assures us of continuing community interest in our school.

C. APPROVAL OF AGENDA

Recommended motion: Approve the agenda for the September 9, 2025 Board of Directors Meeting.

Moved By	JS	Seconded By	DN
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

D. DISCUSSION ITEMS

- Executive Director Announcements** - Erin Feeley will provide legislative, safety & risk management, special education updates and fiscal projection updates. NONE
- Monthly Financial Board Report** - Joshua Eng, Regional School Business Director from CSMC will report on the monthly financial report. NONE
- Campus Report**- Patrick Broughton, Director of Compliance will report on performance updates. NONE
- Enrollment Report**- Gladys Espino, Director of Support Services: NONE

E. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

- Minutes from the 06/10/2025 Board of Directors Meeting

2. Check Registers - 06/2025
3. Check Registers - 07/2025
4. Check Registers - 08/2025
5. Recommended action on the personnel activity list
6. CCSA Membership Invoice \$6,784.00
7. LunchAssist 3 Year Agreement - \$ 12,150.00
8. Moody's Investors Service \$8,000.00
9. AT10 Education, LLC SELPA 2025-2026 Master-Contract
10. Psyched Services SELPA 2025-2026 Master-Contract
11. California Charter Schools Association Membership Invoice \$6,784.00
12. Levy Audiology SELPA 2025-2026 Master-Contract
13. Richard & Richard Asphalt Change Order 1 \$19,533.50
14. Richard & Richard Asphalt Change Order 2 \$30,156.51
15. Richard & Richard Change order 3 \$18,928.92
16. Boys and Girls Club of Vista MOU 25-26 \$418,000
17. HES Transportation MOU 2025
18. Yas Shirinzadeh - Independent Contractor Agreement
19. Palomar Family Counseling Service - Independent Contractor Agreement

Executive Director's Recommendation: Approve Consent Calendar
Public Comment

Moved By	DN	Seconded By	JS
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

F. DISCUSSION/ACTION ITEMS

1. Approval of 24-25 Unaudited Actuals

Executive Director's Recommendation: Approve
Public Comment

Moved By	JS	Seconded By	GM
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

2. Approval of 24-25 Prop 28 Annual Report

Executive Director's Recommendation: Approve

Public Comment

Moved By	<i>DN</i>	Seconded By	<i>GM</i>
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

3. The Board will recognize and express appreciation for Director Dan Niebaum’s service and consider acceptance of his resignation from the Board of Directors, effective September 9, 2025.

Executive Director’s Recommendation: N/A

Public Comment

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Dan Niebaum
				Greg McGuire
				James Smith

4. The Board will consider and take action to elect Greg McGuire as Secretary and James Smith as Treasurer for the remainder of the current officer term

Executive Director’s Recommendation: Approve

Public Comment

Moved By	<i>JS</i>	Seconded By	<i>GM</i>
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AYE	NAY	ABSTAIN	ABSENT	Board Member
x				Scott Moote
		x		Dan Niebaum
x				Greg McGuire
x				James Smith

IV. ADJOURNMENT 7:01PM

Moved By	<i>DN</i>	Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
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x				Scott Moote
x				Dan Niebaum
x				Greg McGuire
x				James Smith

End of Meeting at:

Next Meeting: October 14, 2025

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Approved on: 10/14/2025

Signature of Board Member

Signature of Board Member

	
Name: Greg McGuire	Name: James Smith

SIGNATURE CERTIFICATE



REFERENCE NUMBER

F9F07B2A-38AB-4F72-ACC9-6FA21161F2FB

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number F9F07B2A-38AB-4F72-ACC9-6FA21161F2FB	Document Name Special Board Meeting Minutes 2025 09 09
Transaction Type Signature Request	Filename 1_Special_Board_Meeting_Minutes_2025_09_09.pdf
Sent At 10/15/2025 01:34:12 PM EDT	Pages 9 pages
Executed At 10/27/2025 04:40:33 PM EDT	Content Type application/pdf
Identity Method email	File Size 403 KB
Distribution Method email	Original Checksum a396bd2896132eb0d39db2a6c435e31392b7a42415fee811e6fb148bb9db07fe
Signed Checksum d1ca350f916627ec7c648b07e91bef90dea0d5a4f60098b6eaaa7d72a6516819	
Signer Sequencing Disabled	
Document Passcode Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Greg McGuire	Status signed	Viewed At 10/27/2025 04:39:50 PM EDT
Email gm McGuire@bellamentecharter.org	Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	Identity Authenticated At 10/27/2025 04:40:33 PM EDT
Components 4	IP Address 72.134.67.125	Signed At 10/27/2025 04:40:33 PM EDT
	Device Firefox via Windows	
	Typed Signature 	
	Signature Reference ID B4F78793	
	Typed Signature 	
	Signature Reference ID 3C6E739E	
Name James Smith	Status signed	Viewed At 10/16/2025 09:44:18 AM EDT
Email jsmith@bellamentecharter.org	Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	Identity Authenticated At 10/16/2025 09:45:41 AM EDT
Components 4	IP Address 174.65.54.218	Signed At 10/16/2025 09:45:41 AM EDT
	Device Chrome via Mac	
	Typed Signature 	
	Signature Reference ID A7130660	
	Typed Signature 	
	Signature Reference ID 5D0C5298	

AUDITS

TIMESTAMP	AUDIT
10/15/2025 01:34:13 PM EDT	District Office Bella Mente Academies (invoices@bellamentecharter.org) created document '1_Special_Board_Meeting_Minutes_2025_09_09.pdf' on Chrome via Windows from 104.2.43.233.
10/15/2025 01:34:13 PM EDT	James Smith (jsmith@bellamentecharter.org) was emailed a link to sign.
10/15/2025 01:34:13 PM EDT	Scott Moote (smoote@bellamentecharter.org) was emailed a link to sign.
10/15/2025 02:23:39 PM EDT	Scott Moote (smoote@bellamentecharter.org) was emailed a reminder.
10/15/2025 02:23:55 PM EDT	District Office Bella Mente Academies (invoices@bellamentecharter.org) modified the signer name from 'Scott Moote' to 'Greg McGuire' and email from 'smoote@bellamentecharter.org' to 'gmcguire@bellamentecharter.org'.
10/15/2025 02:23:55 PM EDT	District Office Bella Mente Academies (invoices@bellamentecharter.org) modified signer email/name for '1_Special_Board_Meeting_Minutes_2025_09_09.pdf' on Chrome via Windows from 104.2.43.233.
10/15/2025 02:23:55 PM EDT	Greg McGuire (gmcguire@bellamentecharter.org) was emailed a link to sign.
10/15/2025 02:23:59 PM EDT	Greg McGuire (gmcguire@bellamentecharter.org) was emailed a reminder.
10/16/2025 09:44:18 AM EDT	James Smith (jsmith@bellamentecharter.org) viewed the document on Chrome via Mac from 174.65.54.218.
10/16/2025 09:45:41 AM EDT	James Smith (jsmith@bellamentecharter.org) authenticated via email on Chrome via Mac from 174.65.54.218.
10/16/2025 09:45:41 AM EDT	James Smith (jsmith@bellamentecharter.org) signed the document on Chrome via Mac from 174.65.54.218.
10/27/2025 04:39:50 PM EDT	Greg McGuire (gmcguire@bellamentecharter.org) viewed the document on Firefox via Windows from 72.134.67.125.
10/27/2025 04:40:33 PM EDT	Greg McGuire (gmcguire@bellamentecharter.org) authenticated via email on Firefox via Windows from 72.134.67.125.
10/27/2025 04:40:33 PM EDT	Greg McGuire (gmcguire@bellamentecharter.org) signed the document on Firefox via Windows from 72.134.67.125.