



Tehama eLearning Academy
GOVERNANCE COMMITTEE MEETING
 Meeting Minutes
Thursday, October 17, 2019

A meeting of the Tehama eLearning Academy Governance Committee was held on the above date. In addition to the Committee members: Michelle Barnard, Melinda McKinlay, Melanie Lee, and Lourie Larcade were present.

1. Call to Order	October 17, 2019 Sara Smith called the meeting to order at 3:33 p.m.
2. Roll Call	Present: Sara Smith, Michaele Brown, Linda Houchins, Beau Junk
3. Introduction of Michaele Brown	All those present introduced themselves. Michelle clarified that Michaele Brown would be the voting representative for the meeting and that Melinda MacKinlay was also present as a parent representative but not a voting member for the purposes of this meeting.
4. Consent Agenda 4.1 Approval of Agenda 4.2 Governance Committee Minutes from 8/15/2019	Beau moved to approve the agenda and minutes. Michaele seconded, Linda abstained, all other members approved.
5. Audience with Groups and/or Individuals to Speak	No discussion
6. Administrator Report	Michelle distributed the attached report detailing enrollment statistics, description of the most recent family night, staffing updates including professional development, Adult Ed now located in The Job Training Center, and upcoming events including a Student Government Luncheon. The luncheon will be held Monday, October 28th at 11:15 and all are invited. Michelle distributed copies of the new A-G Pathway, this is an exciting first for TeLA (waiting on approval for chemistry lab).
7. Chief Business Officer Report	Lourie reported that the final visit from auditors is scheduled to take place next week. Revenue Report - ending balance approx. \$163,189.00 Stated that things are looking good financially and enrollment is up this year.

8. New Business

8.1 Mission Statement Revision

8.1 Discussion of revised mission statement, Beau expressed his approval. Outcomes remained the same with the addition of some methods of measurement and bullet point explanations. Michelle shared the teacher's desire to emphasize "personalized, relationship building, and supportive environment". Linda likes the change to "online platform". Michaela liked the reference to "rigorous" curriculum. Michelle noted that the new curriculum is more rigorous than previous curriculum. Beau expressed that he feels students are participating more and learning more in the intervention groups. Overall positive feedback. Sara expressed that the teachers worked hard to elevate the statement.

Beau asked how the recent law change will impact charter schools and particularly TeLA. Michelle stated that we have already implemented many of the mandates and don't foresee dramatic impacts for TeLA. Michelle will provide more information for Beau about the new law.

The revised mission statement will be a topic of discussion at the Student Government Luncheon and input will be welcomed from students prior to a final draft being presented to the board for approval at a later date.

8.2 Approve Local Indicators

8.2 Discussion of local indicators. Michelle explained that many indicators are set in place by the state but schools have the opportunity to provide local indicators as well. Michelle explained that the staff worked together on the provided indicators shown on the attached Local Priorities Worksheet. Sara asked if the vacant math position needs to be referenced in the indicator which lists "vacant teacher positions". Michelle stated that she would research the need to include that item. Clarification was made that we don't have a teacher with a math credential at this time. Michelle pointed out that we don't teach to the standards onsite but rather provide intervention onsite. Michelle talked about evaluation process for teachers for continuing education which was implemented last year. Some of the reasoning for designation of "initial implementation" is due to a new curriculum. Michelle expressed that we feel strong in our relationships with parents. Beau stated that Mr. Gadbois calls his mom every Thursday or Friday. Added that more student involvement needed in governance and increasing involvement in family night. Improved engagement of families in decision making through addition of student committee member and intentional use of family night for seeking input from families. Another area of improvement for future is a suggestion box in the foyer. Beau cautioned about the expectation of negative comments. Michelle noted that we added a course at a student's request this year and that teachers are finding students need additional support with more rigorous curriculum. A-G completion rate improved from 6% to 25% which was encouraging. Efforts are being made to provide more support for students who are enrolled in concurrent classes. Will

Action

continue to expand CTE pathways and encourage student involvement.

Linda moved to approve local indicators, Beau seconded, all present approved.

8.3 Data Presentation

Michelle presented the 3 LCAP Goals and WASC Basic themes (see attachment). Discussion regarding WASC visit scheduled for March 1-4th.

CAASPP - (see attachment) ELA and math scores declining
Sara asked about comparison and MB stated that we compare with RBHS and Salisbury and showed chart. MB stated that numbers being in between RBHS and Salisbury are indicative of our population. Sara stated that some of the math and ELA improvement that is occurring does not necessarily show up in the testing statistics at this time. Michelle pointed out that 85% of our incoming students are 3 or more grade levels behind. Sara talked about the intervention groups being a valuable improvement that isn't necessarily measurable. There are many ways to measure growth. Linda pointed out that our measure of success is different, for example, students may develop leadership skills. Over 50% of students improved math and ELA. MB pointed out the dramatic increase when Mr. Gadbois and Mr. Serbeniuk came on staff to teach math. There is a need to improve college/career readiness of our students. One option is utilizing concurrent classes. Michelle expects to have our first students complete a-g pathway this year, and is seeking to have a dual-enrolled course offered onsite. Sara stated that this indicator helps by showing multiple ways to meet goals. Linda asked if there is a scholarship/financial aid night to assist parents and students with the application process. Linda suggested offering a cord for completing a-g completion and MB stated there is a plan for an incentive such as a cord at graduation. Currently there are three pathway options.

8.4 Approval of Travel Policy

Michelle presented the attached policy to ensure clarification, consistency, and to keep travel participation in alignment with school goals. The TCDE travel policy was used as a reference. Linda suggested exceptions for travel in certain areas with higher costs of living and perhaps a need for flexibility in a day if one meal is under the limit and another is over. Sara talked about fiscal responsibility and expressed opinion that the amounts seem reasonable. Beau told about experience on a trip where credit card was maxed out. Discussion about avoiding that in the future by office staff checking the balance availability prior to trips. Lourie pointed out a need to change "Aesop" to "Frontline" or "absence management program" and change "dim" to "request".

<p>Action</p> <p>8.5 WASC Consultant Salary Approval</p> <p>Action</p> <p>8.6 Updated Field Trip Policy Approval</p>	<p>Beau moved to approve the travel policy, Linda seconded, all present voted in favor.</p> <p>Sara presented the opportunity for Laura Stockton to consult on the creation of the WASC report. The contract is for 22 days of work. TeLA teachers want to work through the report together but time is a barrier to completion within the deadline. Laura was hired to input and draft the report, working with the teaching team who meet weekly to collaborate on the report as well.</p> <p>Linda Houchins moved to approve the salary for a WASC Consultant, Beau seconded, all present voted in favor.</p> <p>MB presented the attached updated policy and pointed out that underlined, italicized text indicate the changes. Proposed changes came from insurance stipulations. Michaelae suggested adding vaping to the no smoking statement. Redundancy was deleted. Addition to include "form." Also a change was made granting students the ability to be picked up at a remote location on a field trip with written permission. This change was the result of a parent complaint. Wes researched the school's legal responsibility and the suggested revision was created.</p> <p>Beau moved to approve, Michaelae seconded, all present voted in favor.</p>
<p>9. Old Business 9.1 WASC Update</p> <p>10. Governing Committee Discussion</p> <p>11. Adjournment</p>	<p>WASC update was covered in earlier discussion.</p> <p>No further discussion.</p> <p>Beau moved to adjourn, Linda seconded, all present voted in favor. Meeting adjourned at 4:53p.m.</p>
<p>Next Meeting : December 12, 2019</p>	