



Tehama eLearning Academy
GOVERNANCE COMMITTEE MEETING
 Meeting Minutes
Thursday, February 07, 2019

The meeting of the Tehama eLearning Academy Governance Committee was held on the above date. In addition to the Committee members: Katelyn Lynch, Melissa Freeman, Michelle Barnard, Lourie Larcade

Call to Order	Karin Matray called the meeting to order at 3:37
2. Roll Call	Present: Karin Matray, Beau Junk, Linda Houchins, Lorna Manuel, Robert Crowell.
3. Consent Agenda 3.1 Approval of Agenda 3.2 Governance Committee Minutes from December 13, 2018	3.1 Lorna Moved to Approve agenda with correction to the minutes, Linda Houchins seconded, all others approved.
4. Audience with Groups and/or Individuals to Speak	None.
5. Administrator Report	Michelle went over administrator report, detailing perfect attendance, family night, and our parent responses at family night. SELPA waiver was applied for for second year in a row due to Karen Reno's caseload. Adult Education report contained information about outside agencies utilizing services at a higher rate such as Butte Co Office of Ed, Teen Challenge, Children's First. Karin mentioned talking to Wes about this situation at Adult Ed, and that we may need to hire a second special ed teacher to cover adult ed.
6. New Business 6.1 Low Performing Schools Block Grant 6.2 Amended Policies (Child Abuse Reporting, Emergency Plan) 6.3 School Safety Plan 6.4 CTEIG Grant 6.5 CBO Report 6.6 SARC Report	6.1 Michelle explained using funds from LPSBG to pay the salary for Katie Moles. Lorna mentioned being careful with wording and changing the wording from 'developing curriculum' to 'scaffolded lessons' etc, as the teachers aren't developing curriculum. Beau motioned to approve with wording correction, Robert Crowell seconded, all others in attendance approved. 6.2 Child Abuse - Verify time frame for making report, as Lorna and Linda mentioned that they thought the report needed to made within 24 hours. Emergency Plan, added #5 on Disaster plan, (AND add First aid kit under 'teacher will'), (CHANGE Shelter to 'Designated evacuation site' under 'school director will'), (SECRETARY) will maintain

roster of student and parent contact info to be kept printed with first aid kit items.

(IN EVENT OF NATURAL DISASTER --- Added info.)

Karin mentioned that we may want to give this to the landlord, and make sure he is aware that all school sites are designated as community evacuation sites. Karin suggested that we may want to include this info in parent/student handbook.

Karin mentioned they adopted catapult as an emergency management system and staff will be trained on how to use it when TeLA moves to TCDE location.

Lorna moved to approve the changes to the policies as mentioned, Linda seconded, all others in attendance approved.

6.3 Michelle detailed the school safety plan which is due to State COE by 3/01/2019. Lorna asked about policies not being included, Michelle confirmed it was an oversight when sending out doc. Karin noted that safety plan needs to be reviews by EMS and Michelle stated that they have had input on all our policies. Karin confirmed that even though they have had input, they still need to review the safety plan.

Linda motioned to approve with recommendations to Michelle for further investigation, tactical plan, universal/uniform complaints, and if we need to have first responders input to safety plan, Bobby seconded, all others in attendance approved.

6.4 CTEIG submitted with substantially less money. From approx 57,000 to 14,000 dollars because of scope of what we are doing at our school in our CTE plan. Explained we are trying to get more buy in on CTE plan from students, and that if we don't get it approved we will continue our *plan program - Reward it*

6.5 Lourie detailed: Submitted P1 attendance, 87.55 ADA 100 enrolled, attendance rate 90.7. Last year ADA was 89.55 84 enrolled, 94.13 attendance rate with less enrollment. Enrollment up, attendance down.

6.6 Karin explained what the SARC is for (School Accountability Report Card) and what is included in it. Lorna Manuel moved to approve SARC, Beau seconded, all others in attendance approved.

7. Old Business
7.1 WASC/LCAP Update

Michelle stated her update was mentioned in her admin report, date & new intervention groups. Karin noted that all the changes we have made and are working on all apply to LCAP as well. Michelle is going to be on the WASC visiting committee to Six Rivers Charter School and is planning to use it as a learning experience. Staff is going to visit

	different charter schools this Friday 2/08/2019 to get information about how other schools are doing things.
8.0 Governing Committee Discussion	<p>(Beau brought up the suggestion from IXL)</p> <p>Beau Junk asked about getting a device for student sign ins to help with attendance.</p> <p>Lorna mentioned to Michelle that they have kits at ESS for science and math that Scott and Frank may be interested in, which will help in intervention.</p> <p>Beau said that he really likes the new style of intervention that TeLA staff is doing.</p>
8.0 Adjournment :	There being no further business the meeting was adjourned at 4:34
Next Meeting : April 11, 2019	