



**Tehama eLearning Academy**  
**GOVERNANCE COMMITTEE MEETING**  
 Meeting Minutes  
**December 12, 2019**

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

<b>1. Call to Order</b>	Sara Smith called the meeting to order at 3:34 pm
<b>2. Roll Call &amp; Pledge of Allegiance</b>	Present: Linda Houchins, Lorna Manuel, Makaylie Cook, Sara Smith
<b>3. Consent Agenda</b> 3.1 Approval of Agenda 3.2 Approval of Governance Committee Minutes from 10/17/19	Linda moved to approve the agenda. Lorna seconded, all others in attendance approved. Lorna moved to approve the minutes from the Governance Committee Meeting held October 17, 2019, Makaylie seconded, all other members approved.
<b>4. Audience with Groups and/or Individuals to Speak</b>	None
<b>5. Administrator Report</b>	Michelle presented the attached report and elaborated on support for fourteen TeLA students enrolled concurrently at Shasta college. She emphasized the importance of the WASC visit and involvement of the Governance Committee in the visit.
<b>6. Chief Business Officer Report</b>	Lourie handed out the attached First Interim Charter Schools Special Revenue Fund Report which has been approved and posted. She pointed out \$300,000 assigned for move to new building. Three year projection looking good especially with increasing enrollment trend. The need to spend college readiness funds was presented. Lorna asked about parameters for spending, Michelle wasn't certain, Lourie offered to pull the paperwork for review.
<b>7. New Business</b> 7.1 Approve Mission Statement & SLO's 7.2 Approve New Hire 7.3 Approve Uniform Complaint Process 7.4 Adult School Brochure - Info	7.1 Michelle presented the revised mission statement and Schoolwide Learner Outcomes updated by teachers with input from students and parents. Linda moved to approve, Sara asked about "adjacent counties" being included in the mission statement. Michelle responded that the wording is from the charter. Lorna seconded. All members voted to approve.  7.2 Michelle presented information about new employee, Scott Proconier, who came with excellent references. Sara stated that there has been an ongoing effort to increase emphasis on math. Scott is a

	<p>retired teacher (K-secondary), Principal, and Superintendent. Lorna moved to approve, Makaylie seconded, all others in attendance voted in favor</p> <p>7.3 To ensure compliance with recent law changes, TeLA will utilize a Uniform Complaint Form provided by The California Department of Education. Form will be posted on website and parents will be notified as required. Michelle will also be reviewing current master agreement and enrollment process to ensure compliance. Lourie asked about changing address to TCDE's address. Melanie will change the address. Makaylie moved to approve the UFC with the update of the address, Lorna seconded, all members approved.</p> <p>7.4 Tabled until the next meeting for further revisions.</p>
<p><b>8. Old Business</b>  8.1 WASC Update - Visit Schedule  8.2 LCAP Update</p>	<p>8.1 Michelle pointed out the request to meet with the Governing Board on Sunday, March 1st, at 5:45pm. Clarification that the other reference to "governance" at 8am, March 2nd, doesn't refer to the Board . Final report will be on March 4th, at 1:00, all are welcome to attend.</p> <p>Michelle spoke about some data analysis that has surfaced in preparation for the visit and asked for feedback. Sixty percent of our students last year were new, 25% exited before the end of the year. 40% of current students are new this year. Linda asked if we are identifying why students come to TeLA and Lorna asked about why students leave and how we can show what we are doing to keep students. Enrollment chart by ethnicity, 64.4% white 23.8% Hispanic. Three English Language Learners currently enrolled. Presented some info directly from dashboard. Parent engagement - wants to include info from healthy kids survey showing positive responses from parents. CAASPP - may be a good place to show why students come to TeLA. Michelle addressed statistics regarding low reading level of current 11th graders and the need for realistic expectations. Sara cautioned about portraying that we have a low expectation for test results and Lorna mentioned it could indicate we have a "fixed mindset." Lorna suggested looking at cohort group data. IReady scores are more encouraging, showing improvement. High School IReady - 73% of students showed improvement in math, 55% in reading. Sara asked why 12th graders aren't assessed with IReady. Michelle stated that they aren't on campus as much and we traditionally haven't tested them. Seniors only have one required onsite class - Job Skills Academy. Eleventh grade now having onsite intervention, which is an area of growth. Increase in graduation rate last year and the year before. Chronic absenteeism rate declined but the measure is only middle school so may not need to be on report. Healthy Kids Survey - results are only showing percentage of students who are surveyed. Lorna suggested note about why only onsite students are surveyed. Michelle expressed it may be hard to get others to participate. Fifty four parents took school culture survey and results showed very high</p>

	<p>satisfaction. The addition of a visual was suggested. Some low answers from students may be due to timing, for example students are less likely to feel connected to the school at the beginning of the school year.</p> <p>Aggregating by special populations should be addressed.</p> <p>Lorna suggested more graphics, possible help from Ramone, Michelle stated that Megan will also help.</p> <p>8.2 - LCAP template expected to be revealed early next month and be adopted prior to training January 16th and 17th. LCAP will still be due at the same time - will need to be approved at Board Meeting in June.</p>
<p><b>9. Governing Comm. Discussion</b></p>	<p>Michelle asked Makaylie Cook to tell the group more about herself. Makaylie is very involved in 4H, community service, and volleyball. She is a delightful student and is a great addition to the board, as a substitute to Beau Junk, representing TeLA students.</p>
<p><b>10. Adjournment</b></p>	<p>There being no further business, the meeting was adjourned at 4:27, Lorna moved, Linda seconded.</p>
<p><b>Next Meeting : Feb 6, 2020</b></p>	