



**Tehama eLearning Academy**  
**GOVERNANCE COMMITTEE MEETING**  
 Meeting Minutes  
**Thursday, April 11, 2019**

The meeting of the Tehama eLearning Academy Governance Committee was held on the above date. In addition to the Committee members: Katelyn Lynch, Michelle Barnard, Melanie Lee, Wes Grossman

<b>Call to Order</b>	Karin Matray called the meeting to order at 3:35
<b>2. Roll Call</b>	Present: Linda Houchins, Karin Matray, Lorna Manuel
<b>3. Consent Agenda</b> <b>3.1 Approval of Agenda</b> <b>3.2 Governance Committee Minutes from December 13, 2018</b>	3.1 Lorna clarified notes from 6.4 on the last agenda - Michelle explained the "program" would continue rather than "plan" as originally worded. Linda moved to accept, Lorna seconded, all others in attendance approved.
<b>4. Audience with Groups and/or Individuals to Speak</b>	None.
<b>5. Administrator Report</b>	Enrollment at 108, staff attended CCSA, professional development with Jackie Roach. Trained students on trafficking and sex ed. Family night in March, low attendance (2 families) will be doing a poll/survey to see why they are not attending. Awards night 5/23. Graduation 5/31 Would love to have Governance Committee at both. Linda asked what kind of awards we give out, Attendance, Citizenship, TeLA sweatshirts, etc. Adult ed moving to JTC
<b>6. New Business</b> 6.1 Corrected Secretary/Registrar Job Description  6.2 2018/19 Corrected TeLA School Calendar  6.3 2019/20 TeLA School Calendar  6.4 Emergency Operations Plan  6.5 TeLA New Hire  6.6 Adult Ed New Hire	6.1 Explained that we added "MAY INCLUDE" in the job description. Lorna moved, Linda seconded, all others in attendance approved  6.2 Linda moved to approve, Lorna seconded, all others approved  6.3 - Instructional days increased to 180 from 175 at request from superintendent. All schools in county are at 180 except TeLA from when there was economic hardship in the area. TeLA is the only school that hadn't returned to 180. Lorna moved, Linda seconded. All others in attendance approved.

<p>6.7 Breakfast/Lunch Requirement Plan</p> <p>6.8 Human Trafficking Response Protocol</p> <p>6.9 MOU with Job Training Center</p> <p>6.10 19/20 Certificated &amp; Non-Cert Salary Schedules</p> <p>6.11 NGSS Rollout Information and PD Opportunities</p>	<p>6.4 Michelle explained that as part of ALICE certification, we have an EOP, which she explained is the same as the emergency plan. Lorna moved, Linda seconded, all others in attendance approved.</p> <p>6.5 Request to Hire Melanie Lee for the position of Administrative Assistant II - TeLA. Lorna moved, Linda seconded, all others approved.</p> <p>6.6 Request to Hire Lisa Lynch for the position of Secretary/Registrar - Adult Education, Linda moved, Lorna seconded, all others approved.</p> <p>6.7 Breakfast/Lunch - Michelle explained what she found out from her trip to CCSA and speaking with food vendors. Karin recommended that she speak with Janet about the preschools who are going to get involved in the program. Law does not require that we participate in NSLP. Michelle explained that TeLA is already doing most of the requirement other than liquid milk, and getting cereal/fresh fruit. Discussion about possibly applying for the program during the 2019-20 school year to implement for the 2020-21 school year.</p> <p>6.8 Recommended as best practice for schools to adopt trafficking protocols. Cynthia cook came and did training with our students. This helps staff and students be on the same page with trafficking and how to handle it if we suspect students are victims. Wes recommended adding Empower Tehama to the resources page. Linda moved, Lorna seconded, all others in attendance approved.</p> <p>6.9 Michelle explained MOU with Job Training Center to provide a series of 8 workshops including materials and supplies between May 2019 and April 2020. Food handlers and CPR certifications will be available. Lorna moved, Linda seconded, all others in attendance approved.</p> <p>6.10 Certificated Salary Schedule - increased for additional days plus additional percentage. Salary schedule is a little less than TCDE's schedule due to less hours worked daily. Roughly 2.6% increase for everyone. Non-Cert salary schedule is not under compliance, he will bring it in June. Karin thanked Wes and Travis for their hard work to assure no teachers were negatively impacted. Lorna moved, Linda seconded, all others in attendance approved. Eff 7/1/19, Approved 4/11/19</p> <p>6.11 Lorna is checking in to make sure we're aware of new science rollout, Publisher fair 6/12 11-4:00 for science curriculum. 15 middle school, 7-8 high school curriculum.</p>
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<p><b>7. Old Business</b>  <b>7.1 WASC/LCAP Update</b></p>	<p>7.1 Michelle reported on her visit to other charter schools, including Lava, Lincoln street, and Shasta Charter. Michelle spoke about Six rivers charter when she was on WASC committee. The person she visited with was on WASC committee for 50 years. Stated that her visit really improved her confidence in the upcoming WASC visit.</p> <p>Jackie Roach did LCAP update, we are on year of 3/3 so we did not make major changes but did do some minor updates.  Will present LCAP at hearing 6/13/19.</p> <p>88% of our students are 3+ grade levels below in their academic. Social emotional growth is what staff sees the most but don't have a way to assess it, GERBER is using SABERS, Lorna will send over Social Emotional Learning. SWIFT.ORG, university of Kansas has list of screeners and progress monitoring for Social Emotional Learning.</p>
<p><b>8.0 Governing Committee Discussion</b></p>	<p>Building Update:  Received request for proposal docs, had delay needing geohazard report. In Engineering. Data center in Tech is tricky part. Looking for contractor by July, start building in September.  Will get preliminary drawing next week. Goal move in date: July 1, 2020</p> <p>Karin retiring end of June.</p>
<p><b>8.0 Adjournment :</b></p>	<p>There being no further business the meeting was adjourned at 4:34</p>
<p><b>Next Meeting : June 13, 2019 LCAP  June 20, 2019</b></p>	