



Tehama eLearning Academy
GOVERNANCE COMMITTEE MEETING
 Meeting Minutes
Thursday, December 13, 2018

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

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| Call to Order | Karin Matray called the meeting to order at 3:35 |
| 2. Roll Call | Present: Karin Matray, Lorna Manuel, Beau Junk |
| 3. Consent Agenda 3.1 Approval of Agenda 3.2 Governance Committee Minutes from October 11, 2018 | <p>3.1 Lorna moved to approve agenda, Beau seconded, all others in attendance approved.</p> <p>3.2 - Lorna corrected spelling of rubric, then moved to approve, Beau seconded, all others in attendance approved.</p> |
| 4. Audience with Groups and/or Individuals to Speak | None. |
| 5. Administrator Report | <p>Michelle Barnard detailed administrator report: Enrollment at 104 from 11/07/18 orientation. We had 27 participants at family night, next family night is January 31 and invited governance committee to attend.</p> <p>Detailed attendance (M1, 20% perfect attendance, M2 30% perfect attendance, M3 26% perfect attendance). To date, 13% of our students are truant. To try to improve, we are now having attendance awards for teachers who have the best monthly attendance.</p> <p>New employee Melissa Freeman. Started ALICE training by doing scenarios. Scott attended the Next Generation Science Conference. Adult ed enrollment at 66, 24 of which are calworks, 24 students have graduated since 7/01.</p> <p>Michelle detailed spring elective offerings. Highlighted D&D creative writing, spanish, and Shasta College workgroup, workforce academy. Considering making it mandatory that students complete a certain job readiness course, so that our students who graduate are at least career ready.</p> |

6. New Business

- 6.1 Alice Contract
- 6.2 TeLA Lease Extension
- 6.3 Resource Teacher Waiver
- 6.4 Approve & Retro Certificated and Non-Cert Salary Schedules
- 6.5 Social Media Policy
- 6.6 New Administrative Assistant II
- 6.7 New Governance Member, Beau Junk
- 6.8 Assembly Bill 1871 Charter Schools Free and Reduced Price Meals
- 6.9 Low-Performing Students Block Grant

6.1 Alice Contract - Michelle noted that contract is \$3,000 for 3 years, for TeLA and Lincoln St, for 60-minute web based training for all staff. Lorna moved to approve, Beau seconded, all others in attendance approved.

6.2 TeLA Lease Extension - Went over cost of rent, and \$89.00 increase. Beau moved to approve the TeLA lease extension to June 2020. Lorna seconded, all others in attendance approved.

6.3 Resource Teacher Waiver - If Karen Reno has over 29 students we must request waiver, we are currently losing a couple, but will be requesting again when she gets up to 29 again, to increase her capacity to 32. Lorna Moved to approve, Beau seconded, all others in attendance approved.

Michelle and Karin noted the increase of services being provided to students, and that this also includes Karens Adult Ed students.

6.4 Approve and Retro cert + non-cert salary schedules, Lourie noted that we are following TCDE's 2% increase across the board. Broke out the plateaus on certificated schedules to allow for small increases each year with the exception of column A - Certificated. This was done this way to encourage teachers to advance across the schedule once they obtain more units. Retros will occur on December check and go back to July 1. Beau moved to approve cert and non cert salary schedules, Lorna seconded. Karin mentioned that we would be analyzing the schedules again as we are facing the impending minimum wage increase.

6.5 Michelle noted that we received the social media policy from TCDE, and then adjusted it to reference TeLA, but kept the detail on what staff can post on TeLA's social media sites. Lorna moved to accept, Beau seconded, all others in attendance approved.

6.6 Michelle detailed again that Melissa Freeman is our new Admin Asst II. Karin pointed out how long it is taking the DOJ to get back to us after the signed authorization to employ.

6.7 The governing board welcomes Beau, he attended Lassen View and was of a graduating class of approximately 200. He still has ties to Lassen View and will go back to Lassen View to help them out occasionally. He was going to go to Los Molinos, but due to personal preference and freedom to go his own pace he decided to come to TeLA.

6.8 Karin went over the new assembly bill, and that due to minimum requirements of daily attendance, we will be required to provide meals to students. Beau asked how we provide our snacks currently, Michelle confirmed that is it out of our base operating budget, and that we

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| | <p>must submit plan to state by March on how we plan to use these funds to benefit these students. Michelle said she will discuss this at staff meeting tomorrow. Lourie will get us an approximate number of pupils and allotment, tomorrow so that staff can ponder options. Karin mentioned the option of having an agreement with SERRFF that has a program (NCLB) that does some kind of tutoring. Michelle asked where we are getting this number of low-performers from, CASSP, etc. We weren't exactly sure but would find out how the low performers were being counter. Per Karin, we TeLA needs to have a plan by February so we can present it to the Governance Meeting.</p> |
| <p>7. Old Business 7.1 WASC/LCAP Update 7.2 Building Plan Update</p> | <p>7.1 Michelle shared the slideshow from photography class, and photos from science lab, which was part of TeLA LCAP. Shows how we are meeting out LCAP goals. Date for next WASC visit is either first or second week of March 2020. This year is our year to begin the cycle of planning. Michelle explained to Governance that we just completed 5-year cycle. This is the time for self renewal, total involvement and collaboration of stakeholders, including the Governance committee, accomplishment ESLRS</p> <p>The Governance committee believes that the School Wide Learning Outcomes are still appropriate to our school.</p> <p>Regarding assessments, Beau mentioned that he felt the iready platform is a little juvenile. Michelle mentioned we also have edge, and mypath. She also explained that on-site classes are mostly intervention as well. Lorna asked if Kelly is using 'targets' on the kids and working with them based on their targets. Michelle said that right now Kelly is doing grade level groups. Lorna mentioned that she may give Kelly a call and go over some tools with her on how to key in on some kids' struggles. Karen Reno is doing Cari/Dibble/Daze, and Michelle said that students are performing at a much higher grade level, when there is a person sitting across from them and test them. Lorna asked how iready correlates with CASSP and it was confirmed that it does correlate. Lorna mentioned interim assessments, and Michelle confirmed we would be doing some after Christmas break. Renaissance program at JJC contract starts 2/1 but Michelle is trying to get it moved up to January.</p> <p>7.2 Building Plan Update - Karin confirmed we are still waiting on building plans from city. Hoping to start construction is spring with very early estimate of opening in 1/2020, but definitely by the time we finish the lease extension. Beau asked if staff members have input on how its being built, Karin confirmed and mentioned that it has gone back and forth many times. More conference space. Counseling office in front, multi-purpose room instead of sewing room, etc.</p> |
| <p>8.0 Governing Committee Discussion</p> | <p>Lourie explained that they went to CSDC mon-tues this week in San Francisco. Lourie handed out packet comprised of information from</p> |

the conference and said that we could summarize on it now, and then add items to agenda at a later date. She explained *cybercivics* software and how it teaches students how to be good cyber citizens. She said it was very well done. Field Trip in a box, planners, curriculum programs. Karin said the self-assessment template would be beneficial to use in a governance board retreat to review.

Michelle noted that currently we don't have any board training. Karin asked if Lourie and Linda attended the transgender info workshop, she confirmed. She learned that we only change info in calpads from 'change date', not retroactively, and in the event we have parents who disagree with students choice, *lean to what's best for student*.

Regarding the bill 1871: Karin found a portion in packet that said EITHER breakfast or lunch must be served on a school day. Not that both are required. Note that meals are calorie determined by grade level. Per Lourie, because of current political environment state and federally, we should not expect more money, and expect charter schools to adhere more to traditional school guidelines.

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| 8.0 Adjournment : | There being no further business the meeting was adjourned at 4:42 |
| Next Meeting : February 07 , 2019 | |