



## GOVERNANCE COMMITTEE MEETING

Meeting Minutes

January 12, 2017

The meeting of the Tehama eLearning Academy Governance Committee was held on the above date. In addition to the Committee members, Denise Cottingham, Nikki Vogt, Karen Reno and Andrea Stoich were present.

### Call to Order

Ms. Manuel called the meeting to order at 3:34 P.M.

### Roll Call, Introduction of New Board Members and Pledge of Allegiance

Present: M. Barnard, L. Houchins, L. Manuel, K. Matray

### Approval of Agenda

Ms. Matray moved, seconded by Ms. Houchins to approve the agenda. The motion carried unanimously (Barnard, Houchins, Manuel and Matray).

### Consent Agenda

Approval of the consent agenda for October 13, 2016 and November 10, 2016 was moved by Ms. Matray and seconded by Ms. Barnard. The motion carried unanimously (Barnard, Houchins, Manuel and Matray).

### Audience with Groups and/or Individuals

None

### Administrator Report

Ms. Barnard provided enrollment and staffing update as of January 11, 2017, advising the need to hire an additional full-time teacher. Also reported the hiring of Andrea Stoich a retired Administrator who will be providing academic advising for students and college readiness workshops for students and their families as well as planning field trips in the Spring.

TeLA has the first two career pathways developed and students have already enrolled in both pathways for the Spring semester. The Business pathway includes an online class, Introduction to Business, followed by an online Microsoft Office Certification class. The student will then be engaged in job training in a community business for their third year.

The Education pathway will include an online class in Child Development and Education and concurrent enrollment beginning this Spring in our State Preschool programs. Second year students will enroll in an online Nutrition and wellness class and again have the opportunity to work in a community classroom.

The Spring semester will have several engaging electives for students including: 3D Art, Sign Language, Piano, Guitar, Yearbook, Peer to Peer Mentoring, Sewing, Art, Physical Education, Bowling, and Zumba!

Several on-campus clubs will begin in January based on the needs and interests expressed by students in the school climate survey. The clubs starting first will be, Board Games Club, Music and Movies Club, and Cultural Diversity Club.

As of 1/9/17, Adult Education has the enrollment is 75 students; 12 CalWorks students, 58 general adults. 1 student has an IEP. So far this year we have had 34 graduates.

Recently, 5 inactivated students were reactivated which means they now have time to complete lessons. The Adult School staff is currently working on promoting the program by making sure all partners have a supply of the tri-fold available for their clients. Two adults tested for GED in the month of December.

Both Lincoln Street and Tehama ELearning Academy will be celebrating National School Choice Week January 22-28 with an Open House at Tehama eLearning Academy on Friday January 27 from 1:00-3:30 pm.

## **Chief Business Officer Report**

Period 1 attendance report has been submitted to TCDE with 103 students enrolled. ADA of 86.32 and Pupil attendance rate of 94.14 through month 5.

Current staffing of 3 full-time teachers and one Lead teacher with 50% student responsibility equals 87.5 ADA.

1st Interim report has been approved by TCDE.

Governor Brown's January budget proposal for 2017-18 shows deferral of the June apportionment to July and lower revenue projections than previous forecasts. 17/18 budget report doom and gloom will not get until July instead of June apportionment

Still need to fill ½ time CTE teacher, Michelle will do in interim.

## **New Business**

### **8.1 Mid-Term Assessment Update**

Ms. Reno reported iReady assessment statistics for Math and Reading as well as CARI (DIBBLES. All grades had improvement. Students will be tested again in the Spring. Board was very impressed with the statistics and agreed this is the type of information needed to show TCDE Board that TeLA is viable when it comes time to renew TeLA's Charter.

Ms. Reno's reports can be found in Governance Binder for January 12, 2017. Ms. Matray inquired how the 11th graders were being supported in the silent reading as they will need that for the CAASP, suggested that Ms. Barnard get with the teachers and report back.

### **8.2 Student/Parent Complaint Procedure**

Ms. Barnard took guidance from the Department of Education website. Ms. Matray inquired if there was a brochure, which there is not. Additional questions as to whether we needed to post per the Williams Requirement which Ms. Cottingham advised TeLA is not subject to that as TeLA is a Charter School it does not apply to us. Ms. Matray discussed the different types of complaint forms and advised that we would use the Universal Complaint form and stated that should TeLA not resolve the complaint to their satisfaction they can petition the Board. The complaint form should state at the top what it will be used for. Ms. Barnard will get with Ray Dinkle to put together a Brochure. Ms. Matray requested a statement be added saying "Should a student or parent have a complaint related to ....." Ms. Matray moved to have this item tabled for further review at the next meeting scheduled for March 9th, seconded by Ms. Houchins. The motion carried unanimously (Barnard, Houchins, Manuel and Matray)

### **8.3 Contract for curriculum with eDynamics**

Ms. Barnard advised that eDynamic came in significantly lower than others for this same class. eDynamics will invoice TeLA \$500 to cover the trial period (TeLA 2nd semester) and will be approximately \$1300 for next year. The 1st year license fee is for 10 students, course length is 1 semester, A-G compliant/approved. Ms. Cottingham advised that it will be paid for through the CTE IT Grant. Ms. Barnard and Ms. Cottingham to get together to get A-G compliant for TeLA.

Ms. Matray moved to approve the contract for the eDynamic course for Child Development, seconded by Ms. Barnard. The motion carried unanimously (Barnard, Houchins, Manuel and Matray).

**8.4 School Accountability Report Card**

Ms. Matray reviewed the SARC and advised how the tables are structured. She further reported that TeLA had no teacher missed assignments and 100% highly qualified teachers with credentials. Curriculum was adjusted to be A+, Edgenuity and iReady. CTE was left out as it hasn't started yet. School facility is in exemplary condition with latest exam in December 2016 by Greg Ross. Pupil outcomes is difficult to do for TeLA due to the small student population so there will be blanks in the table where that information should be. 15/16 CAASP scores are a little misleading as they blend the CAASP scores for TeLA, JJC and Lincoln Street. Ms. Matray advised that normally the Governing Board reviews the SARC at their January meeting and then submits to TCDE by February 1st. Ms. Matray requested the Board consider approving the SARC with the knowledge that corrections will be made after information is received from CDE before the 1st of February at which time to corrected one will be submitted to CDE and sent to TeLA to be posted to the TeLA web page, seconded by Ms. Barnard. The motion carried unanimously (Barnard, Houchins, Manuel and Matray).

**8.5 Chromebook Purchase**

Ms. Barnard stated this did not need to be an action item and Ms. Cottingham further stated that once it has already been approved in TeLA budget there is no need to take to the Board for approval.

**8.6 2016-17 1st Interim Budget**

Ms. Cottingham reviewed 1st Interim Budget covering current, 17/18, 18/19 staffing, revenue and Expenses. Advised that \$51,378 will be going back to the state as it was for Prop 39 CA Green Clean Energy Jobs Act and since we still do not have our own building we cannot use that money. Ms. Barnard moved to approve the 1st Interim Budget, seconded by Ms. Matray. The motion carried unanimously (Barnard, Houchins, Manuel and Matray).

**Old Business**

**9.1 TeLA Governance Board Policy Committee**

Ms. Matray stated that TeLA does not have written policies but should and need to soon. Ms. Matray further informed that she handed off to Michelle to get teacher volunteers and pay them as it is a summer project.

**9.2 TeLA Governance Policies**

Duplicate on agenda.

**9.3 Career Readiness Block Grant Report**

TeLA will utilize the National Student Clearinghouse data to track student post-secondary participation. We will also track concurrent college enrollment and completion rate of A-G required courses. We will track the number of students completing an educational plan that includes college as a goal after high school. We will track student participation in ACT/SAT testing. We will also track student participation in college financial aid and College application workshops. These indicators will show us an increase in the readiness for college for our students.

**9.4 Building Remodel Update**

Bid was about \$2,000 and then Dr. Flynn advised that the City Building Commission wanted an architecture and cost jumped up to \$15,000 - \$20,000. For now it's been on hold.

**9.5 LCAP Update**

Ms. Matray stated that they are going to be working with the staff on LCAP which still needs to be scheduled.

Ms. Matray presented the College /Career Indicator Model reviewing what it means to be well prepared, prepared and approaching prepared. She further went on to breakdown the Lea Comprehensive Report, indicating schools that have orange or red icons have been identified as "in need of technical support" which the County will step in and provide. Blue and green means good to go and yellow is on the border.

**Governing Committee  
Discussion**

CA Science Test (CAST) will take about an hour. Make sure that the survey at the end is completed. This test opens up on March 20, 2017.  
There will be a training test available in February.

**Adjournment**

There being no further business the meeting was adjourned at 5:02 pm.

**Next Meeting :**

March 9, 2017