

**Tehama eLearning Academy**  
**GOVERNANCE COMMITTEE MEETING**

Meeting Minutes

November 10, 2016

The meeting of the Tehama eLearning Academy Governance Committee was held on the above date. In addition to the Committee members, Denise Cottingham, CBO, Wes Grossman, TCDE Asst. Supt. of Business Services, Mary Thoreson, Jacki Roach, David Span, Nikki Vogt, Linda Malena, Lourdes Knowles, Kim (Lourdes Uncle) were present.

Call to Order	Tim called the meeting to order at 3:38 P.M.
Roll Call and Pledge of Allegiance	Present: M. Barnard, L. Houchins, T. Morehouse, L. Manuel, K. Matray
Approval of Agenda	Ms. Houchins moved, seconded by Ms. Barnard to approve the agenda. The motion carried unanimously (Barnard, Houchins, Morehouse, Manuel and Matray).
Consent Agenda	Approval of the consent agenda was tabled for further review until the next meeting January 12, 2016
Audience with Groups and/or Individuals	Ms. Barnard introduced TeLA Sophomore, Lourdes Knowles as our Student elect. Lourdes is waiting to be approved at County level at which time she will become a voting member.
Administrator Report	<p>M. Barnard's reported that the 18 students attended orientation held on November 9th and looks as though they will all be enrolled.</p> <p>SEA needs private meeting area to meet with students and parents. Looking into building a wall in Middle School room with private access door. Further information on the proposed remodel is located under New Business.</p> <p>Ms. Rianda did 1 home visit and attended wrap around meeting today with social services. She is meeting with 4-5 students a day mostly 1:1</p> <p>We have several upcoming events that include many field trips, one being the Manufacturing Expo today. On November 30th we will hold a Family Night starting at 5pm. We will have a speaker from Shasta College, Tehama Mental Health and Teen Screen.</p>

Ms. Barnard will be visiting Golden Eagle Charter School to observe CTE "in action". Mr. Morehouse to join Ms. Barnard.

Adult school update given by Mr. Span: Clarified that Adult Education is located at former Shasta college at north end of Johnson. Also stated that Adult Ed provides General Education to over 18 yr old students, CalLearn/CalWorks students and County Jail students. Further stated that students who do not do any lessons for 14 days will be inactivated until they contact Adult Ed to be reactivated.

GED and Adult Ed flyers have been updated. Ms. Barnard is scheduled to go on Good Morning Red Bluff to get the word out about GED and adult Ed.

Since graduation May 2016 Adult Ed has had 27 students graduate, plus an additional 6.

Ms. Matray requested to have LCAP added to agenda for Family Night to make it a stakeholder meeting as well.

Teachers will have EDGENUITY Training on November 16th.

Chief Business Officer

Ms. Cottingham reported time for 1st interim, need to further discuss what we need. CTE incentive grant is \$78,000 plus match \$78,000 for a total of \$150,000 that needs to be spent by June 2017. The report is due December 4th. HP Laptops have already been purchased (see handout).

We have 3 years to spend \$75,000 College Readiness Block Grant which puts us through the 2018/19 school year, Must be spent on College Readiness.

Ms. Thoreson inquired if we could use it to help our student with cost of books as some of our students are enrolled concurrently with Shasta College. Ms. Matray and Mr. Morehouse confirmed that it would cover up to 2 books.

Special Meeting needs to be planned for College Readiness as required report is due January 1, 2017. Mr. Morehouse, Ms. Matray, Ms. Cottingham and Ms. Barnard will set up via email.

Ms. Thoreson is AVID Implementation trained.

Ms. Houchins inquired as to what percentage of our student population is in need. Maybe only 25% interested in college.

Review & Accept Changes to SARB Process Ms. Manuel moved with the change to have Ms. Barnard be the one to sign them. Seconded by Ms. Matray. The motion carried unanimously (Barnard, Houchins, Morehouse, Manuel and Matray).

Ms. Cook and Ms. Thoreson reviewed prior to making these changes. SARB changes will be updated in TeLA handbook. Teachers will encourage kids to attend so not to be referred to SARB (see SARB process for changes) Mr. Morehouse advised that we will also need a policy stating we are complying with county SARB process.

Mr. Morehouse noted that we are approving a practice before the policy.

Ms. Matray suggested that Ms. Barnard sign the SARB letters instead of the Office Manager.

Building Lease Extension Ms. Manuel moved, seconded by Ms. Houchins. The motion carried unanimously (Barnard, Houchins, Morehouse, Manuel and Matray).

Dr. Flynn agreed to another lease extension taking it to June 2018 and wants to know how soon we are to getting our building so he can plan for new tenants.

Mr. Grossman says if we get approval the best case scenario would be 2018, however he anticipates it being longer.

We should know by Spring 2017 what our plan to move will be.

May need to schedule a special meeting to negotiate cost

Building remodel Ms. Barnard asked permission to have Dr. Flynn handle the building of the wall and bill us to avoid any potential school loopholes.

This has been tabled until the next meeting January 12, 2017 in order to get appropriate estimates.

Stipends for online Ms. Barnard moved, with clarification of eligible employees being Teachers and office staff, seconded by Ms. Manuel. The motion carried unanimously (Barnard, Houchins, Morehouse and Manuel. Matray left the meeting).

Mr. Morehouse suggested the need to define eligible employees

	<p>Ms. Thoreson advised that Mr. DuVarney came up with the dollar amount based on the breakdown of google testing. Further noted that Teachers do this training on their own time.</p>
Custodial Services	<p>Ms. Manuel moved, seconded by Ms. Barnard. The motion carried unanimously (Barnard, Houchins, Morehouse and Manuel.).</p> <p>Ms. Cottingham clarified that TeLA only pays for supplies and not maintenance hourly price.</p>
Student Climate Survey	<p>Ms. Knowles advised that when she took the survey there was not an option for "nothing wrong" so they had to choose something.</p> <p>Ms. Barnard expressed excitement for the support of the teachers, staff and students</p>
TeLA Governance Policy Committee Recommended Changes to TeLA Charter UPDATE	<p>Nothing to report at this time.</p>
Career & College Counseling UPDATE	<p>Ms. Barnard reported that she has a retired teacher that is interested. Scheduled to meet in early December to discuss plan.</p> <p>There will be 2 pathways next semester, Child Development online and community classrooms in SERRF and State Preschool. Students will do work experience and classroom concurrently.</p> <p>Information and Communication Technology, Digital Literacy (Edgenuity course), Google Certification and Microsoft Office Specialist (Edgenuity) which is a 1 year courses and can test for industry standard certificate. Ms. Thoreson is scheduled to teach Google, Ms. Barnard (has degree in CTE Child Development) will teach Child Development. Ms. Matray inquired as to how difficult it would be to get CTE for Ms. Thoreson. Ms. Barnard to look into it.</p>
TeLA Governance Policies	<p>Have not had chance the opportunity to meet with WASC visit still in progress</p>
WASC Accreditation Mid-cycle visit Review	<p>Updating Action Plan and working on suggestions to develop a clear path for students to enroll in A-G. Also</p>

LCAP Update	have a few teachers working on writing plan. LCAP tri fold updated, printed and distributed. Focus group to be added at family night.
Governing Committee Discussion	Ms. Manuel informed the Board that Kendra put together a self assessment for technology use. Ms. Manuel to get clarification to how they are using it for common core and technology standards. Further group discussion regarding cyber safety and what would work best for us.
Adjournment	The next meeting is scheduled for January 12, 2017. There being no further business the meeting was adjourned at 5:12 pm.