



# Advisory Board Meeting Minutes

February 27, 2020

Called to order at 5:31 p.m.

Meeting adjourned at 7:00 p.m.

307 Park Marina Circle  
Redding, CA 96001

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## Present:

**Board Members present:** Dustin Warren, Cheryl Yacoub, Angie Dues,  
Leslie MacRae, Dean White, Des Comer

**Absent:** None

**Staff Members:** Ben Claassen, Matt Wahlman, Tina Taxara

**Visitors:** None

**Review/Reordering of the Meeting Agenda:** There was no reordering at this time.

**Board President Dustin Warren called meeting to order at 5:31 P.M.**

## Public Comment:

The Advisory Board discussed and/or voted on the following issues:

### Item 1

#### ○ **Action Item/School Director and CBO Evaluations**

Board Members chose not to go into closed session at this time.

- *Angie Dues motioned to accept the forms for the School Director and CBO evaluations; Des Comer seconded. Motion carried 6-0*

### Item 2

#### ○ **Action Item/Minutes from 12/12/19 Regular Meeting**

- *Angie Dues motioned to accept the minutes from the 12/12/19 Regular Board Meeting; Dean White seconded. Motion carried 5-0*

### Item 3

#### ○ **Discussion Item/Completion of annual Form 700**

Tina Taxara distributed California Form 700 to Board Members to fill out and sign.

### Item 4

#### ○ **Information Item/Comments and reports from individual Board Members and SUHSD Board Liaison**

Dean White mentioned the bottle neck in the parking lot while dropping off students

### Item 5

#### ○ **Action Item/2020-21 and 2021-2022 School Calendars**

- *Dean White motioned to accept the 2020-2021 and 2021-2022 School Calendars; Des Comer seconded. Motion carried 6-0*

Advisory Board Meeting Dates for 2019/2020 School Year:

8/29/19, 10/17/19, 12/12/19, 2/27/20, 4/23/20, 6/4/20

*Respectfully submitted by Tina Taxara*

## Item 6

- **Action Item/2018-2019 SARC**
  - *Des Comer motioned to accept the 2018-2019 School Accountability Report Card; Cheryl Yacoub seconded. Motion carried 6-0*

## Item 7

- **Action Item/2020-2021 School Safety Plan**
  - *Angie Dues motioned to accept the 2020-2021 proposed School Safety Plan with the addition of the School Evacuation Map; Dean White seconded. Motion carried 6-0*

## Item 8

- **Action Item/Personnel**
  - **Staff Retirement**
    - *Dean White motioned to accept the retirement letter from Shasta Charter Academy staff member Lynn Peebles; Des Comer seconded. Motion carried 6-0*
  - **Hiring for the 2020-2021 school year**
    - *Des Comer motioned to accept the posting of the replacement Facilitator position; Angie Dues seconded. Motion carried 6-0*

## Item 9

- **Discussion Item/Director's Comments**
  - **Enrollment as of 2/10/20 was 271**

Ben talked about his recruiting process and the status of our lottery
  - **Advanced Robotics Competition Report**

Ben reported that our Robotics Team is doing really well and will be going to the State Finals
  - **School response to concerns regarding the Coronavirus**

Ben informed the Board of the steps that he and other appointed staff members have taken in order to be pro-active in informing and preparing staff, students and parents if the school would need to take action.
  - **2020-21 Proposed on-site class schedule**

Ben talked about next year's class schedule and some of the new classes that were added.
  - **Traffic safety /drop off zone around campus**

Ben informed the Board that options are being researched for a better drop-off process and that School Zone signs might be installed by the city this summer.
  - **Legislative Update**

Matt and Ben gave a Legislative Update report
  - **SELPA Update**

Ben informed the Board that Shasta Charter Academy has been accepted into the El Dorado SELPA.
  - **New Science Curriculum**

Ben talked about the new Science books that were ordered for review as potential replacement curriculum for next year. Matt discussed the science teacher's initial reviews of the curriculum.

## Item 10

- **Discussion/Action Item/Finance**
  - **Finance Update**

Matt Wahlman provided a financial update to the Board
  - **Warrants**
    - *Des Comer motioned to accept the 12/7/19-2/21/20 warrants; Dean White seconded. Motion carried 6-0*

- **RFP for campus construction projects**
  - *Des Comer motioned to approve the RFP essentials for Architectural and Engineering services; Angie Dues seconded. Motion carried 6-0*
- **2018-2019 SSHS, Inc. Audit**
  - *Angie Dues motioned to accept the 2018-2019 SSHS, Inc. Audit; Des Comer seconded. Motion carried 6-0*
- **2019-2020 2<sup>nd</sup> Interim Budget**
  - *Des Comer motioned to accept the 2019-2020 2<sup>nd</sup> Interim Budget; Dean White seconded. Motion carried 6-0*
- **Tri Counties Bank Loan Pre-Payment**
  - *Dean White motioned to approve a prepayment to the school construction loan of up to 32% of the principal balance; Des Comer seconded. Motion carried 6-0*

**Item 11**

- **Discussion Item/Suggested Agenda Items**
  - ✓ **Admin Evaluations**
  - ✓ **Course Catalog**
  - ✓ **Traffic Update**
  - ✓ **Approval of text book purchase**
  - ✓ **Approval of hiring of Facilitator**