



Shasta Charter Academy/ Shasta Secondary Home School, Inc.
Advisory Board Meeting Minutes
February 22nd, 2022
Called to order at 5:32 p.m.
Meeting adjourned at 6:57 p.m.
307 Park Marina Circle
Redding, CA 96001

Meeting Method: Online via Zoom

This meeting was by teleconference pursuant to AB 361.

In attendance:

Board Members present: Dustin Warren, Cheryl Yacoub, Leslie MacRae, Dean White, Des Comer, David Pierce

Board Members absent:

Staff Members present: Matt Wahlman, CeCe Walters

Visitors present: None

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

Board Chair Dustin Warren called meeting to order at 5:32 p.m.

Public Comment: None

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

Item 1

- **Action Item/ Approval of Board Findings Relating to Teleconference Meetings during a State of Emergency.**
 - *Leslie MacRae motioned for the Board to approve to continue to meet online; Dean White seconded. Motion carried 6-0*

Item 2

- **Information Item/Annual Completion of Form 700**
 - Matt discussed that form needs to be completed by April 1st.

Item 3

- **Information Item/ Comments and reports from Individual Board Members and SUHSD Board Liaison**
 - There were no comments at this time

Advisory Board Meeting Dates for 2021/2022 School Year:
8/26/21, 10/14/21, 12/09/21, 2/21/22, 4/21/22, 6/09/22

Respectfully submitted by CeCe Walters

Item 4

- **Discussion Item/Director's Report**
 - **Enrollment at this time is 238**
 - **Student Recruitment**

Ben has been visiting schools, and SCA is continuing with advertising. Matt gave update.
 - **COVID Update**

CeCe gave the Board a quick COVID update. Matt talked about vaccine mandates. Letter was sent to legislature on SCA's concerns.
 - **California Healthy Youth Act compliant curriculum development update and parent opt-out letter**

Currently being edited. David suggested have attorneys read parent opt-out letter. Note: Leslie MacRae left the meeting at 5:47 p.m.
 - **Hiring for Fall 2022**

Staff are retiring, so their positions will need to be filled.
 - **On-site classes master schedule development for fall 2022**

Being developed. Discussed with leadership, staff and Math Dept.
 - **WASC Accreditation due Spring 2023**

Matt let the Board know that this will be due next year.

Item 5

- **Action Item/SCA 2021-22 Comprehensive School Safety Plan**

Updates have been made. No comments except from David.

 - *David Pierce motioned to approve it with the understanding that revisions will be made before Admin. leaves for summer break; Des Comer seconded. Motion carried 5-0*

Item 6

- **Action Item/SCA Parent and Student Handbook**

Matt asked if Board wanted to approve. David Pierce wants Board to approve with a plan for revision, but Board decided to table so revisions could happen.

 - *Des Comer motioned to table for now; Dean White seconded. Motion carried 5-0.*

Item 7

Action/ School calendar Adoptions for 2022-23 and 2023-24 School Years.

Board approved number and placement of school days. There were no concerns.

- *Dean White motioned the Board to approve the calendars; Des Comer seconded. Motion carried 5-0.*

Item 8

- **Discussion Item/Preparation for Vaccination Mandate for Students and/or Staff.**

Matt discussed with the Board that this could be implemented by July 1st. He discussed different scenarios and how it could affect our school. He will continue to monitor the situation at the state and local level, seeing what SUHSD will be doing, if needed, and looking at options.

Item 9

- **Discussion/Action Item/Finance**
 - **SCA and SSHS, Inc. Warrants (Action)**
 - *David Pierce motioned to accept the December 2021 and January 2022 warrants; Cheryl Yacoub seconded. Motion carried 5-0.*
 - **2020-21 SSHS, Inc. Audit Report (Action)**

SCA had a great audit. Net Assets positive. Auditors found no issues.

- *Dean White motioned for the Board to accept Audit Report; Des Comer seconded. Motion carried 5-0.*
- **Finance Update (Discussion)**
Matt discussed that there are lots of things going on in the state. Labor shortages in CA. ADA Hold Harmless/Funding Changes - multiple different proposals in State. Inflation. Potentially harmful legislation.
- **SCA A-G Completion Improvement Grant Plan (Action)**
Matt asked Board to approve and will update amount when CDE gets the number to us.
 - *Des Comer motioned to approve with adjustment to amount when CDE gets number to SCA; Dean White seconded. Motion carried 5-0.*
- **Debt Prepayment (Action)**
Matt asked Board to prepay up to 45% of current principle balance on Tri Counties Bank loan.
 - *Des Comer motioned to prepay 45% of current principle balance of loan; Cheryl Yacoub seconded. Motion carried 5-0.*
- **2021-22 Local Control and Accountability Plan Supplement (Discussion)**
Matt discussed this with the Board. This will become part of 2022-23 LCAP.
- **Cost of Living Adjustment Supplement (Action)**
Matt discussed with the Board that inflation is the highest since the 1980's. Proposed salary increase. Board will want a proposal to look at, so no action was taken for now. Board will look at it once they have a proposal.

Item 10

- **Discussion Item/Suggested Agenda Items for next meeting**
 - ✓ **Minutes 12/15/21, 1/31/22, 2/17/22, 2/22/22**
 - ✓ **21-22 2nd Interim Budget**
 - ✓ **COLA/Salary Schedules**
 - ✓ **Parent and Student Handbook**
 - ✓ **Curriculum Structure**
 - ✓ **Format of Structure of Board Meetings**
 - ✓ **Coaching Stipends beginning 22-23**
 - ✓ **Finance Update**
 - ✓ **Legality of Opt-Out letter**
 - ✓ **Warrants**

Item 11

- **Action/Adjournment**
 - *Des Comer motioned to adjourn; Cheryl Yacoub seconded. Motion carried 5-0.*