



Shasta Charter Academy/ Shasta Secondary Home School, Inc.
Advisory Board Meeting Minutes
October 27th, 2022
Called to order at 5:32 p.m.
Meeting adjourned at 7:28 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: Des Comer, Leslie MacRae, David Pierce

Board Members absent: Cheryl Yacoub

Staff Members present: Ben Claassen, Matt Wahlman, CeCe Walters

Visitors present: None

Board Chair Des Comer called meeting to order at: 5:32 p.m.

Public Comment: None

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

1. Action Item- Teleconference Meetings during State of Emergency (Action)

Leslie MacRae motioned to approve of Board findings relating to teleconference meetings during a State of Emergency; David Pierce seconded. Motion carried 3-0.

2. Approve Agenda/ Reordering of the Meeting Agenda (Action)

David Pierce motioned to approve the agenda; Leslie MacRae seconded. Motion carried 3-0.

3. Approval of Consent Agenda (Action)

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all Consent Items. Each item on the Consent Agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

David Pierce motioned that the Board approve the Consent Agenda; Leslie MacRae seconded. Motion carried 3-0.

3.1. Administration

3.1.1. Class Drop Policy

3.2. Business Services

3.2.1. Approve SCA and SSHS, Inc. warrants for August and September

3.3. Instructional Services

Advisory Board Regular Meeting Dates for 2022/2023 School Year:
8/25/22, 10/27/22, 12/15/22, 2/16/23, 4/20/23, 6/8/23, 6/15/23

Respectfully submitted by CeCe Walters

3.4. Human Resources

4. Board Meeting Minutes

4.1. Regular and Special Board Meeting Minutes from meeting on 8/25/22 (Action)

David Pierce motioned that the Board approve the Regular Board meeting minutes from 8/25/22; Leslie MacRae seconded. Motion carried 3-0.

5. Board Meeting Agenda and Minutes Design

5.1. Consider making changes to the agenda and meeting minute's format and content (Action)

The idea of having an annual calendar for regular Board agenda items was discussed. Minutes will be kept the same as they are currently. There will be one planned item of Board development and one planned item regarding student outcomes to each meeting.

David Pierce motioned to approve the Board Meeting agenda and meeting minute's format and content; Leslie MacRae seconded. Motion carried 3-0.

6. Subject: Comments and reports from individual Board Members and SUHSD Board Liaison (Information only)

David Pierce mentioned having the Board observed by Eric Premack and then getting feedback. Leslie MacRae thought some of the trainings from CSDC website would be good. A Board retreat was also mentioned.

7. Director's Report to the Board (Discussion)

7.1. Enrollment report

Ben discussed with the Board that enrollment is up and is currently at 279.

7.2. State and Federal Legislation Update

Ben and Matt discussed some different legislative updates with the Board.

7.3. Graduation date – revised to June 3rd

This will be updated on the website and families need to be notified of the change.

7.4. Field Trips

Ben took his fishing class to Baum lake for a field trip. He and April Dixon will be taking a group of Art students to San Francisco for National Portfolio Day in Mid- November. Also, April Dixon and Traci Newcomb will be taking students on a UC Davis and Chico campus tour in December.

7.5. Naloxone Availability on Campus

SCA will be having Naloxone on campus and staff will be trained on how to use it. This is a lifesaving medicine for when someone OD's.

7.6. Student Achievement

7.6.1. Attrition Rate report

For 2021-22 the attrition rate was 12. Overall, it's very good.

7.6.2. Smarter Balanced (CAASPP) Test Scores Report for 2021-2022 School Year

CAASPP scores from the 2021-2022 School Year have increased greatly in Math. SCA had excellent scores and it is exciting to see the improvement.

A report and graph was given to Board as a reference and Matt also showed a comparison of how SCA is doing comparatively to all the schools in our area.

8. Business Services

8.1. Finance update (Discussion)

Matt discussed with the Board the overall finance of SCA. SCA is in good financial shape.

8.2. 2021-2022 Unaudited Actuals (Action)

Matt went over the 2021-2022 Unaudited Actuals with the Board and asked the Board to approve them.

David Pierce motioned that the Board approve the 2021-2022 Unaudited Actuals; Leslie MacRae seconded. Motion carried 3-0.

8.3. Arts, Music, and Instructional Materials

Discretionary Block Grant (AMIMDBG) (Discussion)

Matt discussed what this block grant is and what it can be used for. There was discussion about the grant being used for technology, instructional items for glass sculpture and other classes, more new music instruments, and field trips.

8.4. English Language Proficiency Assessment for California (ELPAC) Coordinator Stipend (Action)

Ben and Matt discussed what the ELPAC coordinator does and asked that the Board approve a \$1,500 stipend to be paid over the course of 12 months to Erinn Pack as she is the ELPAC Coordinator.

*Des Comer motioned that the Board approve this stipend; Leslie MacRae seconded. Motion carried 2-0. *David Pierce recused himself since it is his co-worker.*

8.5. Chromebook and Internet Hot Spot Equipment for student home use (Action)

There was discussion about this and how it would look for SCA students. No action was taken.

8.6. Board Training on the Local Control and Accountability Plan (Discussion)

This will be moved to be discussed at the next Board meeting.

9. Sports-Related Policies (Action)

This item is required for schools offering sports

David Pierce motion that the Board approve the sports-related policies; Leslie MacRae seconded. Motion carried 3-0.

10. Agenda Items for the next Board meeting

- LCAP Training
- Attrition Rate Update
- 21-22 Audit Report
- 22-23 1st Interim Budget
- Annual Board Calendar
- Student Outcome
- Board Training/ CSDC training options

11. Subject: Adjournment (Action)

David Pierce motioned that the Board adjourn; Leslie MacRae seconded. Motion carried 3-0.

12. Adjournment time: 7:28pm