

December Regular Board Meeting - 2023 Minutes

Shanel Valley Academy

Dec 14, 2023 at 5:00 PM PST

@ Add Zoom Link

Attendance

Present:

Members: Leslie Barkley, Amy Frost, Noshie Merlin (remote), Melea Meyer

Absent:

Members: Bessie Glossenger

I. Land Acknowledgment and Moment of Silence

In Solidarity

We of this Academy, named after the Principal Local Indigenous Village of Shanél, acknowledge with honor the Shóqowa and Hopland People on whose traditional, ancestral, and unceded lands we work, educate and learn and whose historical and spiritual relationship with these lands continues to this day and beyond.

II. Call to Order

Meeting called to order at 6:36 PM

III. Roll Call

In attendance: Board members Frost, Barkley and Meyer; CSD Linda Jacinto, Principal Linda Jacinto, Business manager Melissa Kendall. 3 members of the public present (Julie, Shari and "iPhone")

Attendance

Present:

Members: Leslie Barkley, Amy Frost, Melea Meyer

Absent:

Members: Bessie Glossenger, Noshie Merlin

IV. Adoption of the Agenda

Agenda adopted with the following changes: move closed session: Section IV to end of agenda after section XV. remove CEI initiative conversation (Item XVI) in absence of Community Schools Director.

Motion:

Motion to adopt the agenda with closed session postponed and section XV (Benchmark assessments) from the agenda

Motion moved by Melea Meyer and motion seconded by Leslie Barkley. Passed by roll call vote: Meyer: Aye; Frost: Aye; Leslie: Aye,

V. Public Comment Regarding Closed Session Items

no public comment.

VI. Closed Session

- A. Public Employee Employment: Principal Evaluation
- B. Public Employee Employment: Community Schools Director Evaluation
- C. Public Employee Employment: Business Manager Evaluation
- D. Public Employee Employment: Certificated Position
- E. Public Employee Employment: Classified Position

VII. Introductory Items

- A. Reconvene in Open Session
convened in open session at 6:35
- B. Report Out from Closed Session
closed session postponed. no report out.

VIII. Public Comment & Announcements on Non Agenda Items

This portion of the meeting is reserved for persons wishing to address the Board on items not on the agenda. Although the Board of Directors may briefly respond to statements or questions, under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. Individual public comments are limited to 3 minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board reserves the right to mute or remove a member of the public if comments or actions disrupt the Board meeting.

IX. School Updates & Community Announcements

CSD and Board member Barkley attended the Native health partnership conference at the Pomo Rancheria today. Great ideas and energy to move forward. Very inspiring.

A. Principal's Report

Principal reported out on community events including light parade, stone soup, and craft fair fundraiser: really great, but no fundraising numbers totaled yet. The PAC and ELAC had a joint meeting. Big takeaway from the Community Engagement Initiative included providing positive feedback to students, staff and families. Principal McCullough shared shout outs from teacher Ms. Smith praised her students for making such inspiring progress and the support she gets from administration and support staff. Ms. Canniverri and Ms. G are partnering and this is going well. Students are learning more about empathy with Ms. Tabitha and is providing counseling for individual students as well as Groups and class activities, she and Ms. Mac are also helping students find their "safe spaces" on campus where they can go to self regulate, or find a better environment to do their work. Ms. Mac is working with teachers and staff to prepare for January staffing shifts. Ms. Ralls shared that we reached a big milestone thanks to our Literati book-fair we now have 4000 books in the school library! She is working closely with teachers to match students to their Lexile level, and has brought in "reading buddies" (Beanie Babies) to read with students who need some extra support. Winter Sing is coming up next week 12/21!

B. Community School Director Report

The Float for the light parade was put on in partnership with the tribe. Thank you Julie, our family liaison, who helped plan and coordinate the event. Students in the Expanded Learning Program created the float, and families donated funds and supplies. Thank you to everyone involved. The smiling and happy faces of the students and families was worth it!

ELAC group is small but very dedicated and excited to find new ways to help their students and take on leadership roles in the group. They want to work with teachers and find new ways to help their kids at home. They would also like more regular feedback from teachers on student progress. Parents also want to get sports programs started on campus.

Alicia and the student support specialists are doing a great job with the afterschool program, more dance, art and movement is going on. There has been a slight drop in numbers (possibly because of illness).

C. Preschool Report

We are still looking for a lead teacher, so ratios have been covered by Linda stepping in and subbing. Parents are being flexible and understanding about being understaffed. Parents are volunteering more, and we are doing outreach among parents and the greater community to get the spot filled. Ms. Barkley has been singing with the preschool once a week, and they will be making a special appearance at Winter Sing.

DRDP was completed today and the kids are loving to do STEM activities like block-building, and student-led making and building with materials from the classroom.

D. PAC/ELAC Report

Parent Advisory Committee has been more organized this year, with each event sponsored by a different parent. The Walk-a-thon will be scheduled for the Spring this year.

ELAC: Julie (family liaison) will be working with Alicia to determine what kinds of afterschool, sports & enrichment activities families want most. She is working closely with parents and hearing that they more more regular updates on student progress. Teachers, staff and parents will continue brainstorming to come up with solutions that can work; some strategies now in place: Linda and Julie can translate notes, teachers can provide positive feedback on a regular basis.

Question from the public: how is an event determined a PAC event or a school event (regarding how funds are spent). Yes, the PAC officers and committee can raise questions about what to spend money on, including long-term goals like playground equipment.

Melissa Kendall included the point that more pre-planning and documentation should be required. Melissa will work with the treasurer to help get policies strongly in place and set up systems to support proper reporting.

Noshie Merlin, Board member, joined the meeting at 7:10pm

E. Community Updates & Announcements

Covered in prior reports.

X. Financial Updates

EdTec presented updated financial reports (attached).

 [SVA - December Board Meeting Presentation 12.14.23.pdf](#)

XI. Review and Possible Approval - First Interim Report

October financial reports include expenditures and revenue received YTD.

 [SVA - FY24 October Financials \(1st Interim\) 12.14.23.xlsx](#)

Motion:

Motion to Approve october Financials with one edit showing .25 for staff in early learning center budget

Motion moved by Leslie Barkley and motion seconded by Noshie Merlin. Passed by roll call vote: Meyer: Aye; Merlin: Aye; Frost: Aye Barkley: Aye, Glossenger: absent.

XII. Review and Possible Approval - 2022 - 2023 Audit Report

SVA passed our financial audit with no findings last year and this year as well.

 [Combined Journal Entries Report.pdf](#)

 [Shanel Valley Audit Report 22-23 - DRAFT.pdf](#)

Requested changes include:

Update Board Terms

Amy Frost – Board President (Term 2)

Start: September 30, 2022 – September 30, 2024

Melea Meyer – Board Secretary (Term 2)

Start: September 30, 2022 – September 30, 2024

Sonny Elliott – Board Treasurer (Term 1)

Start: July 22, 2021 – July 22, 2023

Noshie Merlin – Board Member (Term 1)

Start: May 31, 2023 – May 31, 2025

Bessie Glossenger – Board Member (Term 1)

Start: September 30, 2021 – September 30, 2023

Jessica Farfan – Board Member (Term 1)

Start: September 30, 2021 – September 30, 2023

Resignation June 2023

Leslie Barkley – Board Member (Term 1)

Start: May 31, 2023 – May 31, 2025

Update Principal name (Crawford to McCullough)

Motion:

Motion to Approve the 22-23 audit report with the requested changes made before tomorrow's due date.

Motion moved by Leslie Barkley and motion seconded by Melea Meyer. Passed by roll call vote: Meyer: Aye; Merlin: Aye; Frost: Aye Barkley: Aye, Glossenger: absent.

- XIII. Review and Possible Approval - Amended BP#10 Financial Policies and Procedures
Redlined changes in document in Board packet

Motion:

Motion to approve item 10 Board Policies

Motion moved by Melea Meyer and motion seconded by Leslie Barkley. Passed by roll call vote: Meyer: Aye; Merlin: Aye; Frost: Aye Barkley: Aye, Glossenger: absent.

- XIV. Review and Possible Approval - Amended BP#11 Procurement Process and Contract Bidding Policy

One error was found after sharing board packet. We will make this change

Motion:

Motion to approve BP#11 with one edit (change Alameda to Mendocino county)

Motion moved by Leslie Barkley and motion seconded by Melea Meyer. Passed by roll call vote: Meyer: Aye; Merlin: Aye; Frost: Aye Barkley: Aye, Glossenger: absent.

- XV. Discussion - Benchmark Assessments for Student Performance Data Analysis
Removed from agenda

- XVI. Discussion About Community Engagement Initiative

Next meeting of the CEI group will take place on January 17. We will have a more robust update in the January 18 regular Board meeting.

- XVII. Consent Agenda

Consent agenda includes Minutes from the November Board meeting.

Motion:

Motion to approve the consent agenda

Motion moved by Leslie Barkley and motion seconded by Melea Meyer. Passed by roll call vote: Meyer: Aye; Merlin: Aye; Frost: Aye Barkley: Aye, Glossenger: absent.

A. Review & Approval of Minutes

November minutes.

 [November Regular Board Meeting - 2023 Minutes.pdf](#)

XVIII. Adjournment