

# September Regular Board Meeting - 2024 Minutes

Shanel Valley Academy  
9/19/2024 5:30 PMPDT  
@ Add Zoom Link

## **Attendance**

### **Present:**

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

#### 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 5:40pm

#### III. Roll Call

Roll call conducted, with the following in attendance.

## **Attendance**

### **Present:**

Members: Leslie Barkley, Amy Frost, Bessie Glossenger, Melissa Kendall (remote), Kristi McCullough, Noshie Merlin, Melea Meyer (remote)

#### IV. Adoption of the Agenda

Motion to adopt the agenda as written.

### **Motion:**

Motion to adopt the agenda as written.

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

#### V. Public Comment Regarding Closed Session Items

No members of the public present.

#### VI. Closed Session

##### A. Public Employee Employment: Principal Evaluation

B. Public Employee Employment: Certificated Employee

VII. Introductory Items

Reconvened in open session at 7:10 pm

A. Reconvene in Open Session

Reconvened in open session at 7:10 pm

B. Report Out from Closed Session

No action taken.

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

Community Update shared by Julie Alvarez: la Familia Sana is giving out fresh food boxes for families in need. They would like to expand their services to be onsite with families to assist anyone who needs help filling out Cal Fresh applications or other supports. Providence Health can bring a van to conduct medical screening, but there are some challenges with scheduling during the school day on SVA property.

Board member Frost suggested scheduling on a PD day, or pull a one-day permit for an adjacent property off of school grounds.

A. Principal's Report

Principal McCullough was not present to provide updates, but provided the following school updates to the board, they are included here as public record of the monthly principal's updates for September 2024.

1. Student Learning

- Students are finishing iReady assessments by Sept. 13
- Next up will be intervention groupings and schedules!
- We are working hard on site to help students get back into learning routines, so far, the iReady results are alarming, and we are looking at who needs to retake due to rushing, as we see many of them are lower than when they left.

● Our math workbook curriculum arrived just in time to finish up the Youcubed Week of Inspirational Maths, a wonderful resource from Jo Boaler

Upcoming:

- Data Talk with teachers for assessments
- Progress monitoring tool: <https://esgisoftware.com/>
- PLC for reading instruction- led by Megan
- PBL teacher kickoff-led by Sue
- Science/Math PLC: Brenda, Janette, Thomas
- TK/K supports: MCOE behaviorist visit, collecting behavior data for SPED
- Wrap around supports for 2nd grade teacher: Mentor Christy, weekly meetings with me, instructional supports for 2 weeks: Leslie

- Megan mentoring Sherman for his induction
- Tabitha is getting ready to start parenting classes in October for our families
- Student leadership club is getting started

## 2. Student Behavior

- At this time we are experiencing extreme behavior issues on site, especially with our lower grades. Myself, Laura and Tabitha have had to become the support team, along with others as needed. This has taken a toll on all of us, and we see glimmers for improvement, but it will be a long transition for our students in TK/K, probably in October we hope to see a shift towards more regulation
- We are implementing positive supports for these students such as positive breaks, other areas to regulate, parent contact and support, check in check out (CICO), connecting with ELP to ensure they have important info about their day, etc..
- Sadly, there was a one day suspension for a 4th grader who hit a younger student in the chest four times out of anger, and then yelled the n word and threatened to fight at several students when they tried to intervene. I called the families involved, met with the offender's family, connected with the victims family, and our reentry consisted of our teachers, myself and the counselor starting the 4-6 grade weekly meeting to discuss the following: safety on campus, hate speech, using language to disrespect others, historical context and negative impact of the n word, empathy, positive alternatives when we are angry, and building an ongoing conversation
- PBIS has begun and this week we will have the cart with our first group of leadership students
- I shared a photo of our students leading a bullying conversation on social media, we have passionate kids!

## 3. Teaching Team

- Our 1st grade teacher got married yesterday and is off on her honeymoon for two weeks. I planned for this when she was hired. We have a great sub, Christa, for two weeks supporting the class, along with her husband, Matt!
- Our new teacher in 2nd grade is taking his CSET exams Monday, so we have a sub for him tomorrow. I am striving to provide as much support as I can, and I appreciate that Christy is his mentor, for I currently need to support students at this time who are not able to regulate when Laura has her services and Tabitha meets with students or is implementing the Character Strong curriculum. I have pockets of time each day in his room, but I need more time, so I hope to have Leslie's instructional supports for a good two weeks- more to come
- Our TK teacher needs more adults in the room as we have a high need student, so I am working on schedules with our support staff to rotate others into the classroom.
- Area of focus right now for instruction is ensuring everyone is accessing the curriculum, has time to plan together, and focused on data informed instruction.
- Our entire support staff and teaching staff have gone above and beyond getting the year started, so thankful for our team!

## 4. Mentor Support

- Christy is meeting with Thomas 2 hours a week
- Sherman has begun his induction, Megan as the mentor
- I am supporting teachers right now with behavior management, as well as doing lessons on management with new teachers.

### Upcoming:

- Brenda and Janette leading planning sessions during prep for math with Thomas
- Laura leading a 2 hour behavior support training for our youngest grades SS

## 5. Family Engagement

- Kicking off the year supporting many families with SST's, IEP's and anything else that is needed. Julie is doing an amazing job in the office doing the same
- Parenting classes coming soon with Tabitha and Molly (our intern/parent)
- Grandparents day tomorrow! Starting this tradition with a pasta lunch, kiddos sitting separately with their grandparents. Hoping to build it to have more impact in years to come!

- Communication efforts in parent square, facebook, phone calls, emails, and the Community Board as well. Next up: Attendance post cards, sending them this week!

- Engagement opportunity: pumpkin field trip (planned by teachers), inviting families into the school day to help out, kickstarted the PAC- new faces!

#### 6. Multi-Tiered Systems of Support (MTSS)

- Universal supports such as differentiated instruction, universal screening, PBIS, SEL curriculum integrated with counselor, have all begun

- Tier 2 targeted supports: CICO and behavior management techniques have begun, intervention coming next week

- Tier 3: individualized, intensive interventions for those who don't respond to tier 1 and tier 2 discipline challenges has begun for behaviors, SPED, counseling, and progress monitoring has begun. soon to be for functional behavior assessments and the behaviorist observing...

#### 7. Operations

- Operations and procedures, getting off the ground.

- Technology: working on figuring out the vibe boards and how to CAST, update

- Melissa and I working on streamlining procedures consistently

- Office meeting once a week

- Kathi is such as support, not only with back office management, but also is facilitating our online speech

#### 8. ELP

- 4-H Project: Alisha is going above and beyond for the Hopland 4-H club, and has found a project lead!

- She has been working on a seed project for the Mendocino County Fair and Apple Show next weekend

- Consistently refines daily schedules for the program.

- Alisha is establishing effective communication systems with the ELP staff and me

- We are collaborating effectively, particularly in managing student behaviors since the school year began

- I am working on the latest attendance report for ASES and 21st Century, due on the 30th

- Bessie came to do an active supervision and continuous quality improvement (CQI) training with the ELP staff, and I included the SS on site, as well as Alisha.

#### 9. Enrollment:

- We are lower than expected, with three more children leaving this past week.

- One family reached out this past week that I am talking to tomorrow.

- It has been a stressful situation with the budget and not having the numbers expected, even with a lower projection.

#### 9. Upcoming Tasks:

- Gathering data for the Annual Report

- Getting ready to update the CSSP with office team

- HBPI celebration day- still planning

- Walk a thon is this month as well, PAC planning for the event!

- Community Engagement Initiative (CEI)- seeking guidance from BOD, kickstart meeting coming on the 18th

- CS: met with new CS liaison in the county, as well as a CS meeting with other CS in the county. Signed up again for the CS monthly community of practice, peer learning sessions, and there is a bootcamp in Redding. Seeking guidance on a few things I will talk about at the BOD meeting

## B. Preschool Director Report

Our new preschool director introduced herself to the board. She reported that enrollment has been a challenge, but opening up to 2- years olds could be a promising way to increase

enrollment. With potential dis-enrollment for families who need full day care and are transitioning to the TK.

Lucia met with the preschool consortium last week and received some supplies and curriculum materials from the MCOE State PreSchool Consortium.

### C. PAC / ELAC Report

Katie Copper reported out from the PAC/ELAC. They had their first public meeting in September. Participation has grown, there were many new families and input shared by families excited to contribute to the events planning and fundraising efforts.

Tomorrow is our first "Dine and Donate" in Hopland at cafe Poppy: 20% of all sales will go to SVA, Chipotle is doing October and the GP has committed to June. PAC/ELAC members are continuing to fill in the calendar with restaurants to participate in the dine and dash.

The Walk-a-thon kicked off yesterday, all students are excited to do it again this year and compete to raise the most money.

Destination Hopland as a no-go, but we are working with Saracina to offer a January fundraising event.

Our fall event is in the planning stages with several new families excited to add some new ideas and activities to the events.

Julie Alvarez reported on the ELAC, which is still forming for the new school year.

### D. Community Updates & Announcements

We are excited to announce that we are the winner for the Kubota Tractor Hometown Pride Grant for \$50,000. Kubota will support the ag. leadership barn build to include barn stables, farm infrastructure, bunny hutches.

We are also recipients of the CDFA Farm to school grant funded at \$250,000 (advance funding) which will help us fund our expanded garden vision procurement of fresh food, and a part time person to support outdoor education opportunities in the classroom learning gardens and plant systems for the school food garden.

October 5th there will be a 6-hour conference where Playworks will be providing a training for anyone who wants a refresher on Playworks, Maia Steward will be doing nature journaling and there will be free curriculum kits and STEM activities as well. keynote Speaker is Tiffany Gipson from the California Afterschool Network with the theme: how you show up makes a difference.

### X. Financial Updates

Brain Holmes from EdTec reported out on financials for September, and was happy to report that the operating income is over \$100,000 even though we had lower fundraising income than expected. This was balanced by a higher than expected LCFF funding. We had a big savings on books and supplies and some fixed assets because we distributed those costs over several years. We were able to close out the 23-24 budget with more revenue than expected and even broke even (\$1) on the preschool).

Attached documents detail the 23-24 close-out budget.

There were no questions from the board.

There was no public comment.

### XI. Review and Possible Approval - 23-24 Unaudited Actuals

The 2023-2024 unaudited actuals report is due to the County and District on Sept 15th of each year, summarizing SVA's financial performance for the previous fiscal year. This report will include detailed information on revenues, expenditures, and any variances from the budget. It reflects the school's financial activities and provides an accurate picture of the ending balances. Once submitted, the county and District will review the unaudited actuals, which will serve as the basis for the audited financial statements, due December 15th of this year. The report ensures transparency and compliance with reporting requirements.

 [SVA FY23-24 UA Alt For Cert Signed.pdf](#)

 [SVA FY23-24 UA Alt Form SACS submission.pdf](#)


**Motion:**

Motion to approve the unaudited actuals for 23-24

Motion moved by Leslie Barkley and motion seconded by Bessie Glossenger. Motion passed by roll call vote: Frost: Aye, Meyer:Aye, Merlin:Aye, Glossenger: Aye, Barkley: Aye, Merlin: Absent

XII. Review and Possible Approval - SVA State Preschool Expansion Serving 2-Year Olds

This year, state legislation was changed to allow schools the option to offer programs for 2-year-olds, creating a new opportunity for SVA to extend its services. The expansion would not only meet the growing demand for early childhood education in the community but also strengthen the school's long-term enrollment pipeline.

 [Interim Guidance on Serving Two-Year-Old...ild Development \(CA Dept of Education\).pdf](#)

**Motion:**

Motion to approve the plan to pilot a 1-year preschool program for 2-year-olds pending guidance on ratios and certification from Kristin Hills (MCOE preschool consortium)

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

XIII. Discussion - Community Engagement Initiative

The Community Engagement Initiative, now known as CEI, began in 2019 as a five-year effort intended to strengthen the California State System of Support by building the capacity of school districts and communities to authentically engage each other to build capacity in communities and districts to have difficult conversations with each other and build trust, with a focus on improving outcomes for students through a series of Peer Leading & Learning Networks.

The CEI offers a remarkable opportunity for school districts/LEAs to revolutionize their community engagement practices by participating in the Peer Leading and Learning Network (PLLN). The PLLN model, conducted through a combination of eight virtual and in-person meetings, guides participating teams in an improvement science based curriculum to identify their specific community needs as it relates to the districts/LEAs current community engagement practices.

SVA competed it's first year in cohort IV, as a community school implementation grantee. This will be our 2nd year in the program which gives SVA \$70,000 additional unrestricted funds on top of our community school implementation grant of \$150,000 per year for 5 years (completed year 1).

**Requirements:**

1. Participate in the professional learning network for no less than two years.
  1. Includes eight Peer Leading and Learning Network Convenings per year, consisting of a combination of virtual, hybrid, and in-person sessions.

2. Travel and overnight stay will be required (accommodations and air transportation covered by the CEI).
3. Additional time for collaboration and coaching may be required between convenings.
2. Engage in open dialogue on issues related to improving local pupil outcomes.
3. Collaborate with other communities and school districts with the aim of improving community engagement. This collaboration should include offering financial support to the partnering organizations to support their capacity for meaningful collaboration with the LEA team at the local level to practice and implement learnings from the CEI.
4. Replace any team member who leaves, keeping within the requirements for participants set forth below, and notify the CEI designee of changes.
5. Ability to provide space that is video-conference equipped at specified school for hybrid Network convenings.
6. Identify a team represented by staff/families/students on the District Team and where your community engagement improvement efforts will be initially focused.

SVA needs to assemble a team of the following:

1. Site Lead
2. Support Lead
3. (2) Student representatives (related to designated family or not) for upper elementary grades
4. (2) family members of students enrolled at the designated school site.
5. (1) Community Partner
6. (1) Staff Member Rep
7. (2) Board Members

The Board should engage in discussion around team composition and stipend payments.

 [Resource - All CEI Member Roles, Responsibilities, and Commitment - 2024.pdf](#)

The Board discussed the CEI initiative and considered possible composition of the CEI team.

#### XIV. Review and Possible Approval - Dishwasher Grant, Upgrades to Kitchen

SVA is a recipient of the \$40K Dishwasher Grant from the California Department of Education (CDE), with the cash having been received last month. The grant is intended to fund necessary upgrades, including a new dishwasher, floor, and dishwashing tub. However, these improvements may exceed the fiscal approval threshold of \$30K. We request the Board's approval to proceed, ensuring that the total cost will not surpass the grant amount of \$40K, allowing us to maintain compliance with financial policies while improving critical kitchen infrastructure.

**Motion:**

Motion to approve the CDE's dishwasher grant. The Business manager is authorized to spend up to \$40,000 on allowable equipment.

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

#### XV. Discussion - CAL OES Nonprofit Security Grant Program

Melissa and Amy are working on the application for the CAL OES grant for nonprofits, which offers a total award opportunity of \$250K. While only \$100K can be allocated to construction costs, the remaining funds can be used without restrictions on planning or equipment. For this project, they are

seeking initial feedback from the Board on potential security upgrades, including the installation of security fencing around school buildings and automatic gate locks. These upgrades would enhance campus safety, and the Board's input will help shape the final grant proposal.

We heard input from parents on the call. There were various ideas about how to plan the expenditure of funds. One option considered was security fencing. There were pros and cons including making sure students and families feel safe, but not institutionalized. Parents expressed appreciation for our small school setting where "everyone knows everyone" and students and families are welcomed on campus where they are seen and heard.

 [FY-2024-CSNSGP-Application-Form-version-07.24.pdf](#)

 [FY-2024-CSNSGP-RFP.pdf](#)

 [Vulnerability-Assessment-VA-Worksheet-version-06.23.pdf](#)

#### XVI. Review and Possible Approval - Reappointment of Board Member to 3rd Term

The purpose of this agenda item is to consider the reappointment of Amy Frost to the Board of Directors. Board Member Frost has served diligently on the board for the past 2 terms, and has consistently demonstrated exemplary leadership, a strong dedication to our organization's goals, and has actively participated in key initiatives and decision-making processes. Their expertise and insights have significantly contributed to the success of SVA.

Board Member Frost has expressed their willingness to continue serving on the board for another term.

##### **Motion:**

Motion to approve the reinstatement of Amy Frost for a third term

Motion moved by Bessie Glossenger and motion seconded by Melea Meyer. Motion passed by roll call vote: Frost: Recused, Meyer:Aye, Merlin:Aye, Glossenger:Aye, Barkley: Aye, Merlin: Absent

#### XVII. Review and Possible Approval - Reappointment of Board Member to 3rd Term

The purpose of this agenda item is to consider the reappointment of Melea Meyer to the Board of Directors. Board Member Meyer has served diligently on the board for the past 2 terms, and has consistently demonstrated exemplary leadership, a strong dedication to our organization's goals, and has actively participated in key initiatives and decision-making processes. Their expertise and insights have significantly contributed to the success of SVA.

Board Member Meyer has expressed their willingness to continue serving on the board for another term.

##### **Motion:**

Motion to re-appoint Melea Meyer as Board Secretary for. third term.

Motion moved by Leslie Barkley and motion seconded by Bessie Glossenger. Motion passed by roll call vote: Frost: Aye, Meyer:Abstain, Merlin: absent, Glossenger:Aye, Barkley: Aye, Merlin: Absent

#### XVIII. Topics for Board Discussion / Upcoming Calendar Items



Amy will reach out to members for a special board meeting date

XIX. Consent Agenda

The consent agenda includes board meeting minutes from the June, July and August meetings.

**Motion:**

Motion to approve the consent agenda items, including the June, July and August board meeting minutes.

Motion moved by Bessie Glossenger and motion seconded by Leslie Barkley.

Motion passed by roll call vote: Frost: Aye, Meyer:Aye, Merlin:Absent, Glossenger:Aye, Barkley: Aye

A. Review & Possible Approval of Minutes

consent agenda items approved by roll call vote.

 [June Regular Board Meeting - 2024 Minutes.pdf](#)

 [July Special Board Meeting - 2024 Minutes.pdf](#)

 [August Regular Board Meeting - 2024 Minutes.pdf](#)

XX. Adjournment

Meeting adjourned at 9:33pm