

January Regular Board Meeting - 2025 Minutes

Shanel Valley Academy

1/16/2025 5:30 PMPST

@ Add Zoom Link

Attendance

Present:

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

I. Land Acknowledgment and Moment of Silence

II. Call to Order

Meeting called to order at 5:43

III. Roll Call

All members present, in person.

IV. Adoption of the Agenda

Motion to adopt the agenda was approved unanimously.

Motion:

Motion to adopt the agenda as written

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

V. Public Comment Regarding Closed Session Items

No public present, no public comment.

VI. Closed Session

BOD entered into closed session at 5:44

A. Public Employee Discipline/Dismissal/Release

B. Public Employee Employment: Certificated Position

VII. Introductory Items

The Board welcomed the business manager, Edtec and principal for updates on finances, the community and our educational program.

A. Reconvene in Open Session

Reconvened in open session.

B. Report Out from Closed Session

In closed session the Board took action on Item A. The Board secretary reported out on the action taken in closed session as noted above: "The Board took action by issuing a written warning for a certificated employee with the requirement for further training and review of the Board policy on student privacy and personal information." The Board delegated the task of writing the written and getting review from legal prior to issuing to the employee. Board President Frost and Board Secretary Meyer were identified for that task.
No action taken on Item B.

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.

No public comment upon reconvening in open session. School reports and announcements will be reordered starting with item 10 fiscal updates from Edtec.

IX. School Updates & Community Announcements

Members of our community and parents joined us to share updates detailed below.

A. PAC / ELAC Report

Katie reported that the PAC is working on the Mision Hopland Oysters and Sparking wine event. We will get 50% of raffle proceeds the event is January 25 from 1-4. There will be oysters and other (non-seafood will be available)
Winter sing was a great success. Thank you PAC for setting it up and making the event great for our community.

B. Preschool Director Report

Lucia Vasquez, Preschool Director was in attendance to report on the preschool.
We now have 9 student enrolled.
Not many 2-year olds have enrolled since we opened up.
MCOE consortium has purchased a new preschool playground for us and we have to cover the cost of installation, we should have a quote from one vendor by next week.
Lucia has written for a grant from MCOE to paint a mural that incorporates tiles painted by families. If we receive the grant, The goal will be to complete the mural by the end of the year.
We reinstated our MOU with MCOE as part of their preschool consortium. We have a no fault MOU, which requires regular tracking of enrollment and attendance that Lucia will be reporting to MCOE based on their reporting schedule. Payment will be received based on timely reporting.
2 families are not interested in full day, but the majority of preschool families are interested and have started the process of applying for full day care. Lucia and the staff are ready to transition to full day by February 1st. There are 3 spots available for 3 year olds and 2 more 2-year olds. Full day would mean the preschool operates from 8am-3pm.

C. Principal's Report

Principal McCullough shared the following updates

- Triple P parenting classes will being next week

- Winter Sing was a success again this year. Thank you Leslie Barkley for supporting this event this year.
- Natasha Yim will be coming again to do a lunar new year visit and Lucia will be developing a menu related to the foods that Natasha writes about in her books
- iReady reps are coming to work with staff on data based student support and team collaboration
- PBL theme is "taking perspective." One way students are diving into this is by writing "fractured fairytales" taking a common story and changing the perspective to change the story
- Continuous improvement coaches from MCOE are coming to work with teacher in February to look at Root cause analysis.
- Student lead assemblies are starting next month
- Shout out to Mrs Martinez for her work with students
- Mr.s Ralls is instituting a Golden Book award for reading incentives, this will join the Golden Bear award (for good manner in the cafeteria) and Golden Ball award for positive playground behaviors
- the second grade won the attendance challenge this month and they got a pizza party and a brag tag
- yearbook committee is starting, they will be working with Mrs. Julie once a week to make progress on the yearbook
- ELO-P program started implementing clubs and already this seems to be positively affecting attendance
- Miss Alicia shared a plan for summer camp programming
- Pro-Act training is scheduled for teachers
- Kristi is finding out more about a Literacy grant that will support assessment and professional learning to advance literacy skills over a period of five years. Comprehensive Literacy State development Grant

D. Community Updates & Announcements

Brittany, (Kindergarten Parents) joined us to discuss the potential for a community makerspace and finding ways to support students. She has been meeting with teachers to establish plans for what kinds of crafting projects she can help bring to enhance the curriculum. She is requesting a small focus group or ad hoc committee to be formed to establish some long term goals and short term milestones we can meet to make the vision a reality. Board members Barkley and Glossenger will join the focus group and we are looking forward to how this will continue to evolve.

X. Financial Updates

Bryce from Edtec joined us to report out on the 2025 forecasts updates, the 2024 audit recap and the 25-26 state budget that recently came out.

- 2025 forecast has been adjusted to account for additional students enrolled since winter break. Expenses increased as well related to student enrollment. compensation and benefits were also adjusted to reflect staffing adjustment (long term sub to staff). projected fund balance is projected to be at 18% of annual expenses
- 2024 audit report came back with positive cashflow, no findings and no concerns for internal controls. The remaining fund balance in 2024 was 16.4% of annual budget.
- State Governor's budget for 2025-26 may increase funding for professional development, Learning recovery emergency block grant, kitchen infrastructure, universal meals reimbursement

The State budget is still in process and will not be confirmed until June, when we will finalize our school budget as well.

[Ed tec Board presentation](#)

XI. Review and Possible Approval - 23-24 School Accountability Report Card (SARC)

The Board reviewed and discussed potential data anomalies in the SARC.

 [SVA 2023-24 SARC \(published in 2025\).pdf](#)

Motion:

Motion to approve the School Accountability Report Card with minor changes made to reflect current data, if found to be in error.

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

XII. Review and Possible Approval - 23-24 Annual Audit Report

President Frost shared the 23-24 audit, and reported that we passed the internal audit with no findings.

 [65 - SVC Cert 23-24.doc](#)

 [ShanelValleyAcademyRpt24.pdf](#)

 [Shanel Valley Academy Board Communication Letter24.pdf](#)

Motion:

Motion to approve the audit report.

Motion moved by Bessie Glossenger and motion seconded by Noshie Merlin. passed by unanimous vote

XIII. Discussion and Review - ELOP Plan

The Expanded Learning Opportunities Plan has been revised in collaboration with Alisha and the region 1 team from MCOE. The revisions to the plan include the following additions:

To reflect the continuous improvement work with the regional team.

Processes for signing in, student feedback, staff feedback and other systems and processes.

In advance of our Federal program Monitoring review from the CDE coming up in April, we are also updating links.

The board agreed to review the plan changes and suggest changes. Revisions will be presented for vote next month.

 [SVA-ELOP-Plan \(1\).pdf](#)

XIV. Review and Possible Approval - 24-25 Professional Development Rates and Training Schedule

Kristi explained upcoming professional development costs and we discussed setting standards and rates for professional learning. Amy and Kristi will put together a plan for board review in the next month.

XV. Review and Possible Approval - State Preschool Before and Extended Day Program Expansion

Amy Frost presented the program expansion plan developed in collaboration with Lucia, preschool director. Established staffing schedule for existing staff is outlined showing that we can meet ratios with existing staff and meet credentialing requirements. if enrollment increases, we will increase staffing. We are funded for 16 spots (using about 9 slots, but we have a hold harmless MOU, so we are funded for 16 no matter what).

Increasing to full day will increase revenues allowing us to hire another employee or re distribute funds to other programs as needed.

 [24 25 SVA State Preschool Family Fee Form.docx](#)

Motion:

Motion to approve the pre-school expansion and fee schedule

Motion moved by Melea Meyer and motion seconded by Noshie Merlin. passed by unanimous

Motion:

motion to approve the 24-25 preschool fee schedule

Motion moved by Leslie Barkley and motion seconded by Bessie Glossenger. Passed by unanimous vote.

XVI. Consent Agenda

no items on the consent agenda

A. Approval of Minutes

next month we will approve December and January minutes including the January Special Board meetings

XVII. Adjournment

meeting adjourned at 10:16