



Shasta Home School

Advisory Board Meeting Minutes

March 12, 2012
Called to order at 5:37 pm
Meeting adjourned at 7:48 pm

Present:

Voting Board Members: Jim Nelson, Carol Hail, Linda Rock, Laura Carter, Dahnia Williamson, Dusty Warren, Cheryl Yacoub, Terrie Runolfson, Mike Neumeister

Staff Members: Ben Claassen, Noel Van Slyke, Tina Taxara

Student Members: Elena Rovito, Alexandra Carter

Absent:

Visitors:

Public Comment: There was no public comment at this time.

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

- **Action Item: Approve Board Minutes**
The minutes from the January 12, 2012 board meeting were approved.
 - *Carol Hail motioned to approve board minutes from the January 12, 2012 board meeting, making a note to change date to 2012; Terrie Runolfson seconded. Motion carried 9-0*
- **Action Item: Amend April 4, 2011 minutes to reflect accurate Director's salary for the 2011-2012 school year**
 - *Dahnia Williamson motioned that the Director's salary, as recorded in the April 4, 2011 board minutes, be increased by \$7,500 to total \$87,500 to reflect a complete compensation package; Dusty Warren seconded. Motion carried 9-0*
- **Information Item: Enrollment**
As of 2/29/12 we have 240 full time students and 43 concurrent students
- **Information Item: Completion of Conflict of Interest Statements/Form 700**
Ben handed out the Statement of Economic Interests packet with the Form 700 and explained to Board Members the importance of filling these out. They need to be returned to Ben by March 30, 2012 for filing by April 2, 2012.
- **Information Item: Replacement of Board vice President**
Jim Nelson explained to Board Members the need to replace our Vice President Carol Hail as she will be leaving at the end of this school year. Jim asked if any Board Members were interested in filling the position. Laura Carter and Dusty Warren expressed their interest in the position and made statements of intent to Board Members.
- **Action Item: Approve new Vice President**
 - *Carol Hail motioned to vote to elect the next Vice President: Linda Rock seconded. Motion carried 9-0. Upon a vote of 5-3, Laura Carter was elected as the next Vice President.*

- **Information Item: Personnel/Planning for staffing changes**
 - **CBO retirement planning**
Terrie Runolfson and Dahnia Williamson presented some of the different scenarios and options the committee had discussed for replacing the school's CBO, Noel Van Slyke.
 - **Special Education teacher**
Ben updated Board on Special Education teacher Sammie Ford and her need to change her employment status from full time to part time in the 2012/2013 school year. She will work 2 days a week. Ben informed Board that a new staff member will be needed to meet the staffing needs of the special education program. He would like to have someone hired by the end of the school year. Board member Dahnia Williamson volunteered to be on the interviewing committee.

- **Information Item: SARC (School Accountability Report Card)**
Ben informed Board Members the State law specifies that every school prepare a school accountability report card for the previous school year in order to communicate significant school statistics to the public and with stakeholders. He also discussed the importance of school boards to yearly review and approve the SARC for public dissemination.
- **Action Item: Approve SSHS 2011 SARC**
 - *Carol Hail motioned to approve the SSHS 2011 SARC report; Cheryl Yacoub seconded. Motion carried 9-0*

- **Information Item: Finance/Warrants, District and revolving accounts**
Noel explained Warrants, District and revolving accounts and answered questions from Board Members.
- **Action Item: Finance/ Warrants, District and revolving accounts**
 - *Dusty Warren motioned to approve January and February warrants including District and revolving accounts; Linda Rock seconded. Motion carried 9-0*

- **Information Item: 2nd Interim Budget**
Noel went over some of the changes from the 1st Interim Budget to the 2nd Interim Budget and answered questions from Board members.
- **Action Item: Approve 2nd Interim Budget**
 - *Terrie Runolfson motioned to approve the 2nd Interim Budget; Dusty Warren seconded. Motion carried 9-0*

- **Information Item: Staff compensation/Proposed staff compensation for the 2012-2013 school year**
Budget Committee members Laura Carter and Carol Hail discussed Budget Committee/Staff Recommendations handout with Board members. It was determined that Budget committee members will get together again with Noel and Ben and bring more information to the Board at the next meeting.

- **Information Item: 2012-2013 School Year Calendar**
Noel informed Board Members of the changes that were made to create the 2012-2013 school calendar.
- **Action Item: Approve 2012-2013 School Year Calendar**
 - *Cheryl Yacoub motioned to approve the 2012-2013 School Year Calendar; Dahnia Williamson seconded. Motion carried 9-0*

- **Information Item: Policies and Procedures**
Ben discussed the revised policies and procedures document that was submitted by Lynn Peebles in August 2011.
- **Action Item: Policies and Procedures**
 - *Terrie Runolfson motioned to approve the revised Policies and Procedures; Linda Rock seconded. Motion carried 9-0*
- **Information Item: Assessment/CAHSEE**
Ben gave a presentation on the summary of recent student performance on the California High School Exit Exam.
- **Information Item: School Name Change**
Ben discussed with Board the desire of the school staff to change the school name to Shasta Home School due to the negative implication of the word Secondary by the general public. He also explained to them that we would keep the official name of Shasta Secondary Home School and at this time only change things such as letterheads, logos, signage, and advertising etc. Board Members exchanged ideas of some possible name changes.
- **Action Item: Approve school name change**
 - *Laura Carter motioned that action and voting be postponed for further discussion by board members; Linda Rock seconded. Motion carried 9-0*
- **Information Item: Family support network**
Ben discussed the student turnover rate and the importance of teaching families more about homeschooling. He expressed his desire to the Board of possibly having an Advisory Board led Parent Support Network at SSSHS. Dahniah Williamson and Linda Rock volunteered to help Ben and staff members Ryan Laughy and Sammie Ford work on this plan.
- **Information Item: Board Training**
Jim Nelson asked Board Members for ideas on areas where they thought they might need more training in order to be more functional for the school. Terrie Runolfson suggested the Board meet once a year to brainstorm on how they can help to make the school run better. Jim suggested another Board Retreat at the end of the school year. Everyone agreed and Ben will check with McConnell for an available date.
- **The meeting was adjourned at 7:48**
 - *Laura Carter motioned to adjourn the meeting; Dahniah Williamson seconded. Motion carried 9-0*

Board Members Present at Meeting

Jim Nelson, President	Date
Carol Hail, Vice President	Date
Linda Rock	Date
Laura Carter	Date
Dahnia Williamson	Date
Dusty Warren	Date
Cheryl Yacoub	Date
Terrie Runolfson	Date
Mike Neumeister	Date
Ben Claassen	Date