



Shasta Home School

Advisory Board Special Meeting Minutes

September 12, 2013
Called to order at 5:34 pm
Meeting adjourned at 7:26 pm

Present:

Voting Board Members: Dusty Warren, Cheryl Yacoub, Mike Neumeister, Linda Rock,

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

Student Members: Ben Williamson

Visitors: None

Note: Board meeting was recorded by Tina Taxara for minute preparation

Call to Order: 5:34

Review/Reordering of the Meeting Agenda: There was no reordering at this time.

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

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

Item 1

• **Action Item: Review and Approve Minutes from 5/9/13 & 6/12/13**

- *Mike Neumeister motioned to approve the minutes from the 5/9/13 & 6/12/13 board meeting; Linda Rock seconded. Motion carried 4-0*

Item 2

• **Action Items:**

○ **Annual Organizational Items; Review of Charter, MOU, Robert's Rules of Order**

Ben gave an overview of each of these items and discussed them with the Board Members.

○ **Student Advisory Board Representation**

- *Cheryl Yacoub motioned to nominate Ben Williamson as the Board's student representative; Mike Neumeister seconded. Motion carried 4-0*

○ **Advisory Board Standing Committees**

Ben discussed with Board the current Standing Committees and their members. It was determined that there was no need for any additional committees at this time.

○ **Advisory Board Ad Hoc Committees**

Ben discussed with Board the current Ad Hoc Committees and their members. It was determined that there was no need for any additional committees at this time.

○ **Advisory Board Training for the 2013-2014 School Year**

Ben talked to the Board about various conferences that would be beneficial to attend in order to improve skills for running a Board. He also let board members view a book he bought at a conference titled: Charter School Board University. He discussed some of the information in the book that would be helpful to the board members. It was determined that he should order books for all members.

Advisory Board Meeting Dates for 2013/2014 School Year:
September 12, October 10, December 12, February 13, April 10, May 8

Respectfully submitted by Tina Taxara

- *Cheryl Yacoub motioned to purchase “Charter School Board University” books for all Board members and to set aside some time each meeting to go over portions of it; Linda Rock seconded. Motion carried 4-0*

Item 3

- **Discussion Item: Directors Update**
 - **Enrollment:** Ben gave an update on our current enrollment
 - **Facilities changes:**
 - ❖ **Opening of Cottonwood Office:** Ben talked to Board about the current status with AUHSD
 - ❖ **Advertising:** Ben presented Board with an advertising flyer that was mailed out with picture of our new logo.
 - ❖ **Expansion:** Ben went over some of the ideas that he and Noel have discussed in regards to expanding the school.
 - ❖ **Upgrades to the School:** Ben informed the Board Members of all the improvements that were made to the school during the summer; painting, lighting, wireless network, iPads, Apple TV’s, and new furniture.
 - ❖ **Staff Training:** Ben and Noel talked about the CCSS conference in October that all certificated staff members will be attending for Common Core training.

Item 4

- **Action Items: Finance:**
 - **Warrants:**
 - *Cheryl Yacoub motioned to accept the warrants; Mike Neumeister seconded. Motion carried 4-0*
 - **2012-2013 Unaudited Actuals Report:**
 - *Linda Rock motioned to accept the 2012-2013 Unaudited Actuals Report; Mike Neumeister seconded. Motion carried 4-0*
 - **2013-2014 Revised Preliminary Budget Adoption:**
 - *Mike Neumeister motioned to accept the 2013-2014 Revised Preliminary Budget Adoption; Cheryl Yacoub seconded. Motion carried 4-0*
 - **2013-2015 Local Control Accountability Plan:**
 - Noel explained the Local Control Accountability Plan to the Board.
 - *Linda Rock motioned to accept the Local Control Accountability Plan; Cheryl Yacoub seconded. Motion carried 4-0*
 - **Finance Update:**
 - ❖ Ben informed the Board that the Merger of SSHS and SSHS, Inc was completed and gave a few examples of how it will affect the school.
 - ❖ Ben also explained the transition to SSHS EIN process to Board members.
 - ❖ Noel and Ben talked about our recent audit and that it went very well.

Item 5

- **Action Item:**
 - **CAHSEE (California High School Exit Exam)waivers for graduating students with IEP’s**
 - Ben explained to the Board that there were two students with IEP’s who took and passed the CAHSEE last year. In keeping with their IEP’s, they were provided with modifications to their testing. In order for them to receive diploma’s, the Board must vote to grant them waivers.
 - *Mike Neumeister motioned to grant CAHSEE Waivers for graduating students with IEP’s who have tested with modifications; Linda Rock seconded. Motion carried 4-0*

Item 6

- **Action Item**

- **Director Evaluation**

Dustin Warren presented the Director's Evaluation document to Board members to take home and fill out. He also talked about the process of creating the Director's Evaluation for Staff members. It will be brought to the Board for approval at the next Board meeting. It was determined that the Staff Evaluation document will be distributed to all staff members upon completion. Board will go into closed session at the December Board meeting to review and discuss Staff and Board Evaluations

- *Cheryl Yacoub motioned to accept the Director's Evaluation for Board members; Mike Neumeister seconded. Motion carried 4-0*

Item 7

- **Action Item: Agenda Items for next meeting:**

- ✓ **Present Director's Evaluation for Staff document**
- ✓ **Audit Approval**
- ✓ **Charter School Board University Books to Board**
- ✓ **Cottonwood/AUHSD Update**
- ✓ **Lynn Peebles requested to attend next meeting**
- ✓ **Closed session to discuss Board Evaluation of Director**