

# August Regular Board Meeting - 2023 Minutes

Shanel Valley Academy

Aug 17, 2023 at 5:00 PM PDT

@ 1 Ralph Bettcher Drive, Hopland, CA/ ZOOM

## **Attendance**

### **Present:**

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

I. Land Acknowledgment and Moment of Silence

II. Call to Order

Meeting convened at 5:11pm

III. Roll Call

## **Attendance**

### **Present:**

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

IV. Adoption of the Agenda

Motion to adopt the agenda with items 10, 13, 14, 15, 19 pulled and moved to another board meeting.

### **Motion:**

Motion to approve agenda with items 10, 13, 14, 15, and 19.

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

V. Public Comment Regarding Closed Session Items

None

VI. Closed Session

A. Public Employee Minimum requirements for TK teacher

B. Public Employee Employment: Certificated Staff Salaries

C. Public Employee Employment: Classified Staff Salaries

VII. Introductory Items

A. Reconvene in Open Session

B. Report Out from Closed Session

Salary for public employee: Credentialed teacher: \$53,750 passed by roll call vote: 5 Ayes  
Salary for public employee: Credentialed teacher at \$70,000 passed by roll call vote: 5 Ayes  
Salary for public employee: Community School Director at \$90,000 passed by roll call vote: 5 Ayes  
Salary for public employee: Preschool Teacher: \$27/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: Preschool Aide: \$22/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: Preschool Teacher: \$26/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: Student support specialist: \$22/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: Student support specialist: \$23/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: Student support specialist: \$24/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: Business Manager: increased to \$75,000 passed by roll call vote: 5 Ayes  
Salary for Administrative Assistant \$22/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: After School Lead: \$25/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: Special Programs Coordinator \$25/hr: passed by roll call vote: 5 Ayes  
Salary for public employee: After School Program Staff: \$22/hr: passed by roll call vote: 5 Ayes

**Motion:**

Motion to Approve salaries noted above

Motion moved by Melea Meyer and motion seconded by Leslie Barkley. passed by roll call vote.

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

A. Principal's Report

Ask Kristi for notes

B. Community School Director Report

Board President Amy frost shared Preschool updates: We are one of the only charter school in the state seeking to open a fully free full day preschool, so it has been a challenge to get information and get opened but we have built the following model for families:

State Preschool Program from 8am-11:30am, this required obtaining our site license and joining the MCOE consortium (which means we can operate the preschool without creating another business entity)

Families however need full day care: to meet this need we will be running a licensed extended day/aftercare childcare program from 7:30-8am then from 11:30-5:30. We are in the final stages of community care licensing, they have to approved us to operate an extended care program.

Three streams are coming into play to fund this: State preschool is covered through the MCOE State preschool Consortium ("certified" students). Families who do not meet the income guidelines can also attend as long as we charge the same amount as the state per child per day. ie. our families fees must be around \$34/day. One revenue stream is families fees, another is State preschool and the third funding stream goes through NCO for income eligible families, and other families will have to pay for care.

### C. Community Updates & Announcements

Board member Noshie Merlin shared that the summer program and art days at the reservation were great and the kids enjoyed it. It was wonderful to see all the families coming to see the Gym renovation.

### X. Financial Updates

Struck from the agenda

### XI. Discussion regarding California State Preschool Site Services and Operational Plans

Board President Frost shared the configuration of the preschool program which includes description in community schools update above.

### XII. Review and Possible Approval - Application for Credit Card for Shanél Valley State Preschool

<https://www.americanexpress.com/us/credit-cards/business/business-credit-cards/american-express-blue-business-plus-credit-card-amex/>

#### **Motion:**

Motion to approve an application for an additional card to make reporting and expenditure reporting easier.

Motion moved by Melea Meyer and motion seconded by Noshie Merlin. Passed by Roll Call Vote All in favor: 5 Ayes

### XIII. Review and Possible Approval - MOU with MCOE CSPP Consortium

Struck from the agenda

### XIV. Review and Possible Approval - CSPP Health and Safety Plan

Struck from the agenda

### XV. Review and Possible Approval Board Policy #10 Financial Policies and Procedures

struck from the agenda: move to next board meeting. we are revising these because of the implementation of the preschool, will be ready by next week's special Board meeting.

### XVI. Review and Approval of CSPP Cost Allocation Plan

 [Shanel Valley ELC Preliminary Financials.pdf](#)

 [Pre-school Cost Allocation.pdf](#)

**Motion:**

Motion to approve the preschool program cost allocation plan

Motion moved by Melea Meyer and motion seconded by Leslie Barkley. Approved by roll call vote 4 ayes, 1 absent (Glossenger)

XVII. Review and Possible Approval CSPP Parent Handbook

Developed in partnership with MCOE and Legal, meets the requirements for NCO and our funding partners.

 [Shané Valley State Preschool Parent Handbook 2023-2024.pdf](#)

**Motion:**

Motion to approve the preschool parent handbook, reserving the option to revise as needed.

Motion moved by Leslie Barkley and motion seconded by Noshie Merlin. approved by roll call vote 5 ayes, all in favor.

XVIII. Review and Possible Approval 23-24 Parent Handbook

**Motion:**

Motion to approve the parent handbook

Motion moved by Melea Meyer and motion seconded by Bessie Glossenger. approved by roll call vote 5 ayes, all in favor.

XIX. Review and Possible Approval Amendment to Promissory Note

struck from the agenda: move to special board meeting

XX. Consent Agenda

**Motion:**

Motion to approve the consent agenda

Motion moved by Leslie Barkley and motion seconded by Noshie Merlin. Passed by roll call vote: all in favor.

- A. Approval of Updated Job Descriptions
- B. Review Approval of Minutes  
upload Minutes from June, May, April, March 2023
- C. Board Meeting Calendar for 23-24 School Year

**2023**

August 17th  
September 21st  
October 19th  
November 16th  
December 14th

**2024**

January 18th  
February 17th  
March 21st  
April 18th  
May 16th  
June 20th

XXI. Adjournment

Meeting adjourned at 7:57pm