

April Regular Board Meeting - 2025 Minutes

Shanel Valley Academy
4/17/2025 5:30 PMPDT
@ Add Zoom Link

Attendance

Present:

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

I. Land Acknowledgment and Moment of Silence

We acknowledge that we live work and learn on the inceded land of the Hopland Band of Pomo Indians and we are proud to partner with them in supporting their families to grow and thrive now and into the future.

II. Call to Order

Meeting called to order at 5:47pm

III. Roll Call

President Frost took Roll call

Attendance

Present:

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

IV. Adoption of the Agenda

Motion to adopt the agenda was approved by unanimous vote

Motion:

Motion to adopt the agenda as written

Motion moved by Bessie Glossenger and motion seconded by Noshie Merlin. Passed by unanimous vote. All in favor

V. 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.

VI. School Updates & Community Announcements

The principal, Preschool director and PAC presented their monthly updates to the board and community.

A. Principal's Report

Book fair ending today, Pizza box Oven is a success, PAC hosted a Spring Fling and egg hunt, which was a great success. Wednesday clubs on campus with ELO-P volunteers has been great success as well. Cinco De Mayo celebration is coming up soon as well as Firehouse BBQ both will be fundraisers for SVA. 6th grade graduation planning is underway. the class is planning a field trip to Spring Lake lagoon. we have had over 90 RSVP's to our CEI night: there will be childcare, pizza and salad, including an ice cream social. the CEI is going to CEI next week. We also passed our FPM and it went well. Thank you Kathy and Melissa for your help with the files and attendance systems you set up. Thank you to Bessie and AMY for your support as well.

B. Preschool Director Report

Lucia joined us in person to report that the preschool is moving along. They had their own preschool egg hunt and art last week. Jan Hoyman came to do a site study to plan for the mural, she will work on hand print tiles with the kids and a commemorative plate. There will still be some money left over, so Lucia plans to use some of it for a dramatic arts and music area for the kids. We also received a Quality Counts grant that can go towards any classroom needs to replace and update items for next year. Summer enrollment plan is in the work. DRDP were just turned in and all is well with our littlest scholars

C. PAC / ELAC Report

PAC and ELAC provided the egg hunt for students and all went well. They are working on BBQ and bake sale fundraisers. Teachers are working with PAC to plan field trips and cover expenses from private donations they raised

D. Community Updates & Announcements

Thank to our Expanded Learning Staff and leadership for creating new opportunities for our students.

CalHope grant funds from MCOE will include \$5000 for a wellness center. Tabitha, Kristi, and teachers are working on planning for how to use those funds with guidance from MCOE.

VII. Financial Updates

President Frost shared an overview of the feedback from our district authorizer. Their concerns includes projected reserve limitations, reliance on local revenue and how we report monthly finances to the board UUSD. Our advice from our fiscal support provider and legal counsel shows that we are meeting our reserve and cash on hand based on the MOU language. Because of our initial investment (\$500,000) in facilities to open the school, we have operated on tight margins.

Some changes since the UUSD received our report we have paid down our Line of Credit to \$0, since we received our 21st CCLC payments (from 2023 and 2024) and 2024-2025 is coming on a regular basis. Our community partner loan comes due in August.

We are aware we will be in a difficult position next year and starting in May we will be doing some working sessions on our staffing and enrollment strategy around assuming 106 students, our prior projections were for 116 students.

The Authorizer has also expressed concerns about communication gaps.

The Authorizer has concerns about monthly projections, and yet may not be aware that our financial situation is not comparable to other charters in the district.

The Board also discussed our projections and agreed to be more conservative in our enrollment projections. The Board agreed that a follow up letter should be sent in response.

Task: ([view in OnBoard](#))

Response to Authorizer. Due 5/15/2025 6:40 PMPDT. Assigned to: Amy Frost
Amy will work with legal to craft a response to our authorizer to explain and respond to each concern UUSD outlined in their letter. Amy will bring a draft back to the board in May.

VIII. Review and Possible Approval - Preschool Summer Program 2025

Lucia presented the preschool summer plan. She is looking at covering the preschool with NCO. If we keep fees at 283 per week, we can use R&R reimbursement. We only have four students interested and these are eligible for family fee reimbursement. If we offer a full day, cost increases mean that families would have to pay \$67 per week to access the full day. We need 5 students to cover costs.

The Board discussed various funding options to provide access for families. Lucia reported that we would be able to enroll enough students with subsidies.

We agreed to look into the following questions:

1. How many incoming TK preschoolers will enroll?
2. Can we use 21stCCLC summer funding to cover incoming Tk students?
3. How much funding is available to supplement?

The board decision was that there are other options to serve 3 & 4 year olds, and we only have one state preschool eligible student, so it does not make sense to offer it until State preschool is year round as expected it will (hopefully) be in 26-27 SY.

Motion:

Motion was made to decide not to offer summer state preschool program due to limited enrollment.

Motion moved by Barkely and motion seconded by Noshie Merlin. Passed by roll call vote

IX. Review and Possible Approval - Preschool Program Enrollment Age Requirements for 25-26SY, Private Pay Slots, Extended Care Program Requirements

Preschool updates and notes for 2025-26

1. Next Year School Program

State preschool day rate is going up, so our private pay rate is going up as well. With subsidies this becomes \$700 month, and there are some parents who are hoping for a drop-in childcare options. We agreed that a drop-in option is not possible given our program and priorities of state preschool and developmental needs of students at this age.

- Full-Day Program: Will we continue offering a full-day program as we did this year? Yes.
- Private Pay Option: Will we provide a fully private-pay option for families who do not qualify for state funding? Yes.
- Flexible Attendance: Can we allow families to enroll their child for fewer than 5 days. The Board agreed this is not appropriate for our program.
 - Application open for state preschool the 28th of April then will be temporarily closed on May 15.
 - Lucia requested information provide to families interested in private pay. (Hopefully the same day application open for state preschool)

2. State Preschool and Enrollment Capacity

- Next year, we will have 10 slots designated for State Preschool.
- We will have 6 additional slots available for private pay, if we choose to offer that option.
- This will include 2-year-olds, bringing our total enrollment capacity to 16 children.

3. Staffing

- Will we have three teachers next year to support the expanded enrollment?

We would need three staff for 16 students, or two staff to serve 12

4. Compliance & Accountability

- We are expected to operate for 175 school days.
- There is a 5-day grace period allowed for closures (e.g., due to illness, weather, emergencies).
 - Any closures beyond this will result in a financial penalty.
- We must maintain enrollment of at least 10 children to stay in compliance and receive full funding.
 - Failing to meet this requirement will also result in loss of funding.

Action for the board:

Decisions about how many private pay slots do we want to open up?

Decision about continuing to enroll two-year-olds

The Boards Direction on enrollment availability and priorities:

- 10 state preschool half day spots, 10 subsidized extended day spots (NCO),
- 6 spots available for part or full day private pay.
- Enrollment priority will be applied in this order
 - 1. State pre-school
 - 2. Full day care need
 - 3. Full-day (full-week) private pay
 - 4. Partial day (full-week) private pay.

Based on NCO rates private pay rate is \$717.50 for partial day. If you enroll in full day, we will waive the state preschool fee (NCO reimbursement kicks in) and the resulting subsidized fee is \$700.

Motion:

Motion to approve the above stated enrollment availability and enrollment.

Motion moved by Amy Frost and motion seconded by Noshie Merlin. passed by unanimous vote

Motion:

Motion to approve enrolling 2-years olds in the State Preschool program for the 2025-26 school year

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

X. Review and Possible Approval - Changes to ELOP to Establish Attendance Recovery Program

The Board discussed attendance recovery policy updates and how this would affect the current ELO-P plan. Amy shared the financial considerations and projected ADA we could recover. The attendance recovery program requires the following considerations for. LEA's seeking to recover ADA or bank attendance recovery in one hour increments during Expanded learning Opportunities program time, including the summer program for the 2025-26 school year.

We proposed creating as position that is funded by a combination of funds including ELO-P and Prop 28

Key considerations for LEAs Implementing Attendance Recovery Programs in Expanded Learning Opportunities Program (ELO-P)

- **Purpose:** Attendance Recovery (AR) programs aim to address educational and fiscal impacts of student absences by allowing students to make up lost instructional time and offset absences, including chronic absenteeism.
- **Implementation:** These programs can be operated before or after school, on weekends, or during intersession periods and must be offered throughout the school year, including at least once per term.
- **Attendance Credit:** Average daily attendance (ADA) generated through these programs is credited to the school year in which the program operates and the LEA where the student is enrolled. This ADA does not count toward instructional time required by other education codes.
- **Program Requirements:** AR can only be implemented as part of an ELO-P program if/when ALL ELO-P access/offer needs are met. AR programs can run separately from an ELO-P program
 1. Activities and content must align with grade-level standards and can include tutoring.
 2. Programs must be supervised by a certificated teacher employed by the LEA.
 3. Pupil-to-teacher ratio cannot exceed 10:1 for transitional kindergarten and kindergarten or 20:1 for grades 1-12.
 4. These programs are limited to classroom-based pupils in transitional kindergarten through grade 12.
 5. Nonclassroom-based students and charter schools serving students under [Section 47612.1](#) cannot participate.
- **Participation and Credit Limits:**
 1. Participation is not mandatory or punitive.
 2. Students can participate in both attendance recovery and expanded learning opportunities programs.
 3. Students cannot receive credit for more than 10 days of attendance or their total number of absences in a school year, whichever is less.
 4. They cannot receive more than 5 days of attendance credit per school week
 5. Students cannot receive more than one day of attendance credit for any calendar day.
 6. Attendance credit can accrue before absences are tracked in CalPads
 7. Original absence will still remain in student ADA record in CalPads
- **Tracking and Reporting:** Attendance must be tracked and reported to the department separately from regular ADA.

Average Daily Attendance (ADA) Generation: Students can generate ADA in attendance recovery programs, which can be accumulated in one-hour increments. This is subject to minimum instructional time requirements and documentation by teachers. This can take place in an ELO-P program (if program requirements are met), or separately.

Amy and Melea will work on an ELO-P plan revision that incorporates a staffing plan for a role that supports collaboration and alignment between the school day and afterschool: duties would include managing the makerspace, supporting curriculum development and program development relating to STEAM and Project-based learning.

Based on the absenteeism data from prior years, most of our students are under 10 absences per year. For the May 15 meeting we will present a revised ELO-P position

XI. **Review and Possible Approval - Establish Temporary Ad Hoc HR Advisory Committee**

The board discussed the need to create an Ad Hoc HR committee to finalize the principal search and teacher recruitment for the 25-26 school year.

Motion:

Motion to create an Ad Hoc HR committee for principal and teacher recruitment for the 25-26 school year.

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

Motion:

Motion to approve the creation of a new certificated position to support STEAM and schoolday - ELO-P alignment.

Motion moved by Melea Meyer and motion seconded by Amy Frost. passed by unanimous vote

XII. Consent Agenda

A. Approval of Minutes

XIII. Adjournment

meeting adjourned at 9:07