

June Regular Board Meeting - 2025 Minutes

Shanel Valley Academy
6/26/2025 5:30 PMPDT
@ Add Zoom Link

Attendance

Present:

Members: Amy Frost, Bessie Glossenger, Melissa Kendall, Noshie Merlin, Melea Meyer

Absent:

Members: Leslie Barkley, Kristi McCullough

I. Land Acknowledgment and Moment of Silence

In Solidarity

We of this Academy, named after the Principal Local Indigenous Village of Shanél, acknowledge with honor the Shóqowa and Hopland People on whose traditional, ancestral, and unceded lands we work, educate and learn and whose historical and spiritual relationship with these lands continues to this day and beyond.

Vision & Mission

Shanèl Valley Academy is a culturally responsive, community school where all students are valued and supported. SVA students will be prepared to lead and successfully participate in our rapidly changing multicultural society, they will contribute to the community with creative solutions and a resilient, culturally competent and collaborative mindset.

II. Call to Order

Meeting called to order at: 5:43pm

III. Roll Call

Three Board members were present, two seats vacant.

IV. Adoption of the Agenda

Motion to adopt the agenda as written

Motion:

Motion to aopt the agenda as written.

Motion moved by Bessie Glossenger and motion seconded by Melea Meyer. Passed unanimously: Frost; Aye, Meyer: Aye, Glossenger: Aye, two seats vacant

V. Public Comment Regarding Closed Session Items

No public present. no public comment

VI. Closed Session

entered into closed session at 5:46 pm

A. Public Employee Employment: Classified position

The board considered Leave options for a classified employee
The board considered Leave options for a classified employee.

B. Public Employee Employment: Certificated position

The board reviewed communications related to employee benefits, and considered options for next steps.

C. Public Employee Discipline/Dismissal/Release

The board discussed current certificated staffing and reviewed a motion, made by Glossenger and seconded by Meyer to terminate one certificated employee.

VII. Introductory Items

Reconvening in open session at 7:04 pm

A. Reconvene in Open Session

Reconvening in open session at 7:04 pm

B. Report Out from Closed Session

The Board considered a motion (Made by Glossenger, seconded by Meyer) to approve classified employee's pregnancy disability from June 1st through August 18. The motion passed unanimously.

Board considered a motion (Made by Meyer, seconded by Glossenger) to approve classified employee's temporary leave pregnancy disability through September 6, 2025. The motion passed unanimously.

The board considered a motion (made by Glossenger, seconded by Meyer) to terminate a certificated position. Motion passed unanimously.

The Board considered a motion (made by Meyer seconded by Glossenger) to instruct a certificated employee to file for the general education limited assignment multiple subject teaching permit for continued employment. This motion passed by unanimous vote.

The Board consider action to communicate to a certificated employee that continued employment is contingent on completion of TPA requirements. Motion passed unanimously.

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. Review and Possible Approval - Reappointment of Board Member to 2nd Term

The purpose of this agenda item is to consider the reappointment of Noshie Merlin to the Board of Directors. Board Member Merlin has served diligently on the board for the past term, and has consistently demonstrated exemplary leadership, a strong dedication to our organization's goals, and

has actively participated in key initiatives and decision-making processes. Their expertise and insights have significantly contributed to the success of SVA.
Board Member Merlin has expressed their willingness to continue serving on the board for another term.

Motion:

Motion to Approve the reinstatement of Noshie Merlin to her second term serving as member at Large and HBPI tribal representative.

Motion moved by Melea Meyer and motion seconded by Bessie Glossenger. Passed unanimously.

X. Review and Possible Approval - Formation of Adhoc Committee for Board Seat Vacancy

The Board considered desired qualities of our next Board member.

Motion:

Motion to appoint Board members Glossenger and Frost

Motion moved by Melea Meyer and motion seconded by Noshie Merlin. Passed unanimously

XI. School Updates & Community Announcements

Community members joined us with updates on programs and community partnerships.

A. Principal's Report

Principal is not present this evening, no principal's report.

B. Preschool Director Report

Summer Program Updates: Lucia reported that the first week of Preschool/TK summer program is going well. We have about 12 students enrolled, but 10 have attended so far. the kids are having fun and napping every day. The summer themes this week was "stars and stories." They have been doing rocket launches, moon rocks, play dough, solar systems, learning the planets. A NASA ambassador is coming tomorrow to visit the kids and the staff turned the gym into a planetarium.

The 7:30-3:30 schedule seems to be working well as long as they get the nap in the afternoon. For students who do not want to nap, they do quite activities like drawing and play dough.

Preschool updates: Applications are open again (confirmed by Carlee @ MCOE). Only 2 enrolled so far, but Julie and Lucia will be doing enrollment and information booths at the Farmer's markets. The NCO waitlist continues to be a barrier to enrollment, since parents are mostly seeking full day subsidized care. We will know more about how many slots are available to us in July, once the Governor's budget passes.

Playground (new equipment) won't be arriving until September.

We will be continuing to recruit for families to meet our goal of ten enrolled by the beginning of the school year.

Robert, from licensing, will be coming to do our annual review on the first day of school.

C. PAC / ELAC Report

No PAC/ELAC report this month.

D. Community Updates & Announcements

No other community announcements this month.

XII. Financial Updates

Brian Holmes from EdTec joined us to share financial updates for the school and the preschool. Preschool financials look healthy and are on track for positive operating income and fund balance. the budget is based on 10 enrolled students. llarge expenditures this coming eyar include the playground and increased staffing.

SVA budget, based on forecasted enrollment of 116. we are continuing to forecast slower growth or attrition of 1-3 students each year for the multi year projections. Other large affects include 25-26 year expenditures for Farm to School and reflect the reductions in 21stCCLC funding.

Net income projections are very conservative, though we are hoping that increased enrollment and focus on attendance recovery this year. At 109, we could recoup \$57,000 if we boost attendance to 98% (as opposed to 94%). The board also felt that reducing the fundraising and donations line item would be better received by UUSD.

XIII. Discussion and Possible Action - Principal Candidate Search

After a failed first attempt, we have four more applicants, one more has expressed interest to apply this week. we will be scheduleing firat round interviews next week and second round interviews with the board the following week.

XIV. Review and Possible Approval - Budget Overview from Parents, Annual Update, and Local Control Accountability Plan (LCAP) for 2025-2026

LCAP and budget overview for parents will be affected by the changes we requested to the multi-year projections. The Board agreed to approve the documents pending requested changes.

Motion:

Motion to approve the Budget update for parents and LCAP contingent on changes requested by the board that enrollment projections increased to 114.

Motion moved by Melea Meyer and motion seconded by Bessie Glossenger. passed unanimously.

XV. Review and Possible Adoption of the 2025-2026 Annual Budget

The Board review the annual budget and agreed upon changes.

Motion:

Motion to approve the annual budget contingent upon changing hte rnolement projection to 114 and reducing fundraising and grants line item to \$100,000

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

XVI. Review of Local Performance Indicators for 2024-25

The Board reviewed the local performance indicators and reflected on glows and grows from the 2024-25 school year.

XVII. Review and Possible Approval - 2025-2026 Education Protection Account (EPA) Spending Determination

As required by Proposition 30 and continued under Proposition 55, public schools in California must annually approve a spending plan for Education Protection Account (EPA) funds. These funds are part of the state's general fund and must be used for instructional purposes, with a public report on actual expenditures.

Shanél Valley Academy anticipates receiving EPA funds for the 2025–26 fiscal year. In alignment with state requirements, the proposed spending plan designates all EPA funds to support certificated teacher salaries.

SVA's EPA account totals \$20,492 this year (based on current attendance projection of 109)

Motion:

Motion to approve the EPA funding determination pending enrollment projection increase to 114.

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

The Board considered adopting Multitudes as our Dyslexia screener. given that this is a new program, we will see what value this has and consider new options next year with staff feedback.

Motion:

motion to approve adopting Multitudes as our approved dyslexia screener.

Motion moved by Melea Meyer and motion seconded by Bessie Glossenger. passed unananimously.

XVIII. Review and Possible Approval - Prop 28 Annual Report

XIX. Review and Possible Approval - Health Insurance Contract 25-26

As part of SVA's commitment to improving employee benefits, streamlining administrative processes, and maintaining financial stewardship, the following updates to our insurance and benefits program are being implemented for the upcoming plan year

1. Broker Transition: From HUB International to George Petersen Insurance

Rationale for Change:

- Based on extensive research and evaluation by Business Manager Kendall, we are seeking to move our insurance broker services to **George Petersen Insurance**.
- This change provides:

- **More robust operational support** for enrollment, terminations, and compliance.
- A **streamlined process** for separating employees and onboarding new hires.
- Greater flexibility in adding additional employee benefits in the future.

Impact:

- The transition is expected to result in a **reduction in overall plan costs** without compromising the quality of coverage.
- Enhanced support will allow SVA to better manage our growing HR and benefits needs.

2. Flexible Spending Account (FSA)

New Benefit Offering:

- SVA will offer employees a **medical and dependent care FSA** through Sterling.
- Employees may contribute up to **\$3,000 annually**, pre-tax for each election.
- **No employer contributions** will be made.
- SVA will fund the accounts upfront with two months' worth of elected contributions and be invoiced monthly by Sterling.

Operational Note:

- FSA debit card transactions will **not draw directly from SVA's bank account**. All reimbursements are managed through Sterling.

3. Medical Insurance

Plan Structure:

- Employer will fully cover the cost of the **Silver tier plan** for all eligible employees.
- Employees may:
 - **Upgrade to a Gold plan** by paying the cost difference.
 - **Downgrade to a Bronze plan**, with the employer's contribution (up to Silver plan value) applied toward dependent premiums.
- **No cap on employer contribution for employees who remain on the Silver plan.**

Enrollment Details:

- Currently, **15 employees enrolled** in the medical plan.

Opt-Out Benefit:

- Employees with qualifying alternate coverage (spouse's plan, Medi-Cal, etc.) may opt out.
- Recommended **stipend: \$2,500 annually**, distributed throughout the year.
- Must provide **proof of insurance** to be eligible.

4. Dental & Vision

- **Dental:** We will **remain with Delta Dental** as the provider. Staff surveys confirmed a strong preference to maintain the current plan.
- **Vision:** No changes will be made to the current vision plan.

Motion:

Motion to approve the above detailed changes to SVA's health insurance plan including the addition of a \$2500 stipend (awarded quarterly) for employees who choose to opt out of health insurance (with proof of alternate insurance).

Motion moved by Melea Meyer and motion seconded by Bessie Glossenger. Motion passed with 3 members voted "aye" 1 abstaining

XX. Review and Possible Approval - Consolidated Application for Funding 25-26SY

CARS application makes us eligible for title funding.

The Consolidated Application (CARS) is the annual funding mechanism used by the California Department of Education (CDE) to distribute categorical funds, including Title I, II, III, and IV, to eligible local educational agencies. Submission of the CARS application ensures Shanél Valley Academy remains eligible to receive federal and state program allocations for the upcoming school year.

The Board is asked to review and approve the submission of the 2025–26 CARS application to secure funding for key supplemental programs that support academic achievement, professional development, and services for English learners and socioeconomically disadvantaged students.

The current application is consistent with prior years

Motion:

Motion to approve the consolidated application for funding.

Motion moved by Noshie Merlin and motion seconded by Meyer. Motion passed unanimously: 4 ayes.

XXI. Review and Possible Approval - SVA Charter Safe Insurance Package 25-26SY

Each year, CharterSAFE meets with our carriers to negotiate the most favorable coverage terms and rates on your behalf. We continue to experience a **hard insurance market**, meaning carriers are offering less at higher costs. We are incredibly pleased to say we can continue to offer our coverage and limits that are not otherwise available in the direct market.

The average Change in rates for the 2025-2026 policy year programs is as follows:

- **Workers' Compensation: 6.5%**
- **Liability Package: 6%**
- **Property: 4%**
- **All Programs Combined: 5.6%**

This means an increase of close to \$25,000 and is based on 145 students and 35 employees (the insurance must cover all students and staff, including preschool). we can ask for an adjusted quote based on closer to our actual staffing and student enrollment.

We can approve today with the understanding that we will look for more cost effective options.

Motion:

Motion to approve SVA's Charter Safe Insurance package for this year.

Motion moved by Bessie Glossenger and motion seconded by Noshie Merlin. Motion passed unanimously: 4 ayes.

XXII. Review Community School Plan Implementation Plan - Update to the Board

The Board review the Community Schools Implementation plan, identified additional revisions and actions to focus the community for the 2025-26 school year.

The Board decided to convene and adhoc committee to move this forward when we reconvene regular meetings in August.

Instructional Continuity Plan, developed to ensure uninterrupted access to learning during emergency-related school disruptions (e.g., wildfires, power outages, or public health emergencies).

This plan outlines:

- Methods for maintaining instruction through alternate platforms
- Strategies for staff and family communication
- Steps to preserve instructional quality during closures

Once finalized, this plan will be incorporated into our **Comprehensive School Safety Plan (CSSP)**.

Motion:

Motion to approve the Instructional Continuity Plan as written

Motion moved by Noshie Merlin and motion seconded by Melea Meyer. Motion passed unanimously: 4 ayes

XXIII. Review and Possible Approval - Preschool Budget 25-26

Brian Holmes presented the preschool budget and the board approved budget projections. Shanél Valley Academy operates a California State Preschool Program (CSPP) to provide high-quality early learning experiences for eligible two- and three-year-old children.

The proposed 2025–26 budget outlines projected revenues and expenditures related to staffing, program materials, meals, facilities, and administrative support. This budget ensures continued alignment with CSPP guidelines and supports the delivery of a developmentally appropriate, inclusive preschool program.

Motion:

Motion to approve the Preschool budget

Motion moved by Bessie Glossenger and motion seconded by Noshie Merlin. Motion passed: 4 ayes

XXIV. Review and Possible Approval - Preschool Cost Allocation Plan 25-26

To ensure compliance with California Department of Education (CDE) fiscal policies and maintain the integrity of funding streams, Shanél Valley Academy has developed a Cost Allocation Plan to equitably distribute shared expenses between the California State Preschool Program (CSPP) and the general charter school program.

This plan outlines the methodology used to allocate shared costs—such as facilities, utilities, administrative support, and supplies—based on time, usage, or square footage. The plan ensures appropriate use of public funds and supports accurate financial reporting for both programs.

Motion:

Motion to approve the cost allocation plan, with the understanding that enrollment could change final numbers but percentages and methodology will not change.

Motion moved by Melea Meyer and motion seconded by Noshie Merlin. Passed: 4 ayes

XXV. Consent Agenda

consent agenda includes minutes from May meetings, the 25-26 parent/student handbook, 25-26 , employee handbook, and Board calendar for 2025-26: Board meeting dates for 25-26 are al follows:

August 21, 2025

September 18, 2025

October 16, 2025

November 20, 2025

December 11, 2025

January 22, 2026

February 19, 2026

March 19, 2026

April 23, 2026

May 21, 2025

June 25, 2025

Motion:

Motion to approve the Consent Agenda, with studnt/parent handbook and employee handbook pulled for future review

Motion moved by Bessie Glossenger and motion seconded by Melea Meyer.

Motion passed: 4 ayes

- A. Approval of Minutes
- B. Review and Approval - Board Meeting Calendar
- C. Review and Approval - Parent Student Handbook 25-26SY
- D. Review and Approval - Employee Handbook 25-26SY

XXVI. Adjournment

Meeting adjourned at 10:15