

November Regular Board Meeting - 2025 Minutes

Shanel Valley Academy
11/12/2025 5:30 PMPST
@ Add Zoom Link

Attendance

Present:

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

I. Land Acknowledgment and Moment of Silence

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. **Board of Directors**

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.

II. Call to Order

Meeting called to order at 6:06 pm

III. Roll Call

All members present, one seat vacant.

Attendance

Present:

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

IV. Adoption of the Agenda

Motion to adopt the agenda with item VII (annual report) pulled awaiting further edits.

Motion:

Motion to adopt the agenda, removing Item VII

Motion moved by Melea Meyer and motion seconded by Bessie Glossenger. Motion passed unanimously by roll-call vote, 11 in favor, one seat vacant.

V. Public Comment Regarding Closed Session Items

No public comment on closed session items.

VI. Closed Session

The Board and Principal Landers discussed Current (confidential HR-related) concerns and strategies with certificated and classified staff.

- A. Public Employee Employment: Classified position
no action taken
- B. Public Employee Employment: Certificated position
no action taken

VII. Introductory Items

The Board returned to open session at 6:42PM.

- A. Reconvene in Open Session
Reconvened in open session at 6:42PM
- B. Report Out from Closed Session
No action taken on closed session items.

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. Financial Updates

EdTec is not present to report out on October financials, since we have not closed out October financials yet. In December's Board meeting we will review October financials in December and November and December reports (close out) in January.

The Board also discussed potential in recent 21stCCLC funding opportunity, potential extension of community Schools funding to provide services like summer program.

X. School Updates & Community Announcements

Updates include program reports from Expanded Learning, Principal Landers and Parent Advisory Committee.

- A. PAC / ELAC Report
Fundraisers coming up this weekend.
Campovida is starting a Friday night line dancing event to raise money for local charities. They wanted SVA to be their first charity: all admission proceeds will go to SVA. The flyer is in parent square please share
Dine and Donate is on Saturday in Cloverdale all day at Milagro

Stone soup event is open to parents/ families at 11:10 on 11/21 in the cafeteria. The kids will be singing and PAC will be present to help decorate and provide hospitality and support for the teachers.

B. Staff / Teacher Report

report out from Expanded Learning program director and STEAM. ELP program is moving along nicely. Room 11 operating procedures and upgrades for safety are moving forward (GFCI outlets and hot water heater). Continuous Quality Improvement focus areas includes communication, safety planning. Training opportunities coming up in Jan. and Ms. Jaxx is also working with Katie Williams Elliot to teach students about acorn harvesting, preparation and plans to make muffins. Ms. Jaxx is bringing science into cooking projects and art, the kids have been making microwave puff paint. Because of a large donation of persimmons, the kids will also be learning the Japanese art of drying whole persimmons.

C. Preschool Director Report

No preschool report this month.

D. Principal's Report

Principal Landers host her first CommuniTEA for staff families and parents. They discussed the idea of hosting a clothing swap, and setting up a clothes closet is developing. she is working on setting up the process and finding the right space.

Parents are asking about visits from Pomolita to create some connections for students planning to transition to middle school in the coming year.

Tabitha and Mr. Molnar attended as well to share what they do at the school (counselor and SPED teacher)

Reading intervention program is continuing to develop. Some students are attending academic assistance after school. 2-3 students per class are attending

Campus safety continues to be reinforced. Fire and earthquake drills have taken place, next up is the lockdown drill.

Leslie is working with Principal Landers to develop the vision for learning portfolios. There are some promising intersections with learning portfolios and PBL. Next steps will be to sett with our lead teacher and see how the portfolios can be folded in with a soft launch this year and develop a plan to build on that.

Weekly student leadership team is meeting with Ms. Tabitha and Ms. Landers. They are getting support to learn how to be effective mediators during recess. They want to plan a winter dance and they want to design a skit for the monthly assembly to act out the trait they are working on this month - Gratitude

Ms. Landers is working with 4-6th teachers to develop yearly rituals for each grade so students and families want to stay the course through 6th grade.

E. Community Updates & Announcements

No additional community updates or announcements today.

XI. Discussion and Possible Action - Amended Playground Equipment Finance Agreement

At the September 2025 Board meeting, the Governing Board approved the purchase of new playground equipment with an expenditure authorization **up to \$85,000**. The final equipment quote was **\$84,699**, which fell within the approved spending limit.

During the financing review, it was determined that the vendor's payment structure includes:

- **Interest Rate:** 9.75%
- **Financing Term:** 59 payments

- **Monthly Payment:** \$1,384.72
- **Total Cost With Interest:** \$101,698.48

This full financing cost—including interest—was **not previously presented to the Parent Advisory Committee (PAC)** nor to the Governing Board at the time of approval. In addition, the school planned to provide a **\$20,000 down payment** toward the initial purchase to reduce the financed principal.

Current Status

- Equipment cost remains **\$84,699**.
- Board-approved authorization remains **up to \$85,000**.
- The proposed financing structure would exceed the originally approved amount when considering total repayment with interest.
- The Board must determine whether to:
 1. **Accept the financing structure as proposed,**
 2. **Increase the total project budget authorization to reflect the total financed amount,**
 3. **Seek alternative financing or payment options, or**
 4. **Consider using additional cash reserves to reduce the financed amount,** thereby lowering interest obligations.

Requested Board Action

The Board is asked to discuss and provide direction regarding the financing structure for the playground equipment purchase, including whether to affirm, modify, or reconsider the original project authorization in light of the full repayment amount.

XII. Discussion and Possible Action - 24-25 Annual Report

Item tabled to December meeting pending further edits.

XIII. Discussion and Possible Action - Board Policy #18 - Stipend Supplemental Roles

Shanél Valley Academy recognizes that certain supplemental roles provide valuable support to student learning, community engagement, and program enrichment beyond the scope of core staffing. These roles, while not required positions under California Education Code, contribute meaningfully to the school’s mission, student experience, and community-school model. Examples include roles such as Garden Coordinator, Library/Media Coordinator, Community & Advocacy Liaison, and other enrichment or extended learning support roles.

To standardize the use of stipends for these supplemental roles—especially when filled by non-certificated individuals or community members—the Board will review a proposed **Stipended Supplemental Roles Policy** and accompanying **Stipend Agreement Template**.

 [BP18-Stipended Roles.docx](#)

no action taken at this time, the board requested further review from legal on concerns related to student safety and insurance requirements.

XIV. Discussion and Possible Action - Approval of Stipend Schedule

To ensure consistency, transparency, and appropriate compensation for individuals serving in supplemental roles that enhance these programs, staff is presenting a proposed Stipend Schedule for Board review and approval.

The BOD will review the stipend schedule once the policy is amended and presented for review.

XV. Discussion and Possible Action - Board Policy #19 - Teleworking

As Shanél Valley Academy continues to balance operational needs with staff flexibility, the school is proposing the adoption of a Teleworking Policy to formalize expectations and ensure consistency across departments. The policy outlines eligibility criteria, work expectations, communication requirements, and accountability measures for employees who may perform approved duties remotely on a limited basis. Adoption of this policy will help support staff productivity while maintaining compliance, safeguarding student services, and ensuring continuity of operations.

Requested revisions include

1. Approval for remote positions to include BOD approval for remote work agreements
2. State that student services should also be included in conditions for approval.

XVI. Consent Agenda

No items on the consent agenda this month.

A. Approval of Minutes

Approval of October minutes will be included on december agenda.

XVII. Adjournment

Meeting adjourned at 9:06