



Shasta Charter Academy/ Shasta Secondary Home School, Inc.
Advisory Board Meeting Minutes
June 6th, 2024
Called to order at 5:36 p.m.
Meeting adjourned at 8:05 p.m.
307 Park Marina Circle
Redding, CA 96001

Meeting Method: In person

Access to Board Materials: A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on Shasta Charter Academy's website along with this agenda following the posting of the agenda at least 24 hours in advance of this meeting

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours before the meeting by calling (530)245-2600. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

In attendance:

Board Members present: Des Comer, Jason Paine, Carlie Hinderscheid,
Jennifer Waltman, Leslie MacRae

Board Members absent: Don Hess

Staff Members present: Ben Claassen, Matt Wahlman, CeCe Walters

Visitors present: None

Board Chair, Leslie MacRae called the meeting to order at: 5:36 p.m.

Public Comment: None

1. Approve Agenda/ Reordering of the Meeting Agenda (Action)

Des Comer motioned to approve the agenda; Jennifer Waltman seconded the motion. Motion carried 5-0.

2. Minutes Special Board Meeting Minutes from 5-23-24 (Action)

Des Comer motioned to approve the Special Board Meeting Minutes from 5-23-24; Carlie Hinderscheid seconded the motion. Motion carried 5-0.

3. Subject: Comments and reports from individual Board Members and SUHSD Board Liaison (Information only) None

4. Policy, Plans, and Reports

4.1. 2024 Graduation Report (Discussion)

Matt Wahlman discussed the graduation report with the Board. It was amazing! There were over 850 people in attendance.

Advisory Board Regular Meeting Dates for the 2023-2024 School Year: 8/31/23,
10/19/23, 12/14/23, 2/15/24, 4/18/24, 6/6/24, and 6/13/24

Respectfully submitted by CeCe Walters

4.2. 2023-2024 CA School Dashboard Local Indicators Report (Discussion)

Matt Wahlman went over this with the Board. Some of the highlights is that we meet all the industry standards. We received high marks from students and parents. The lowest mark was a response where students reflected on their own educational behaviors. 100% percent of students felt they understood their role in their personalized learning education; 100% were glad they chose SCA; and 100% felt the school staff was friendly and readily helped them. Parents expressed a lot of appreciation for the school.

4.3. Workplace Violence Prevention Plan (Discussion)

Matt Wahlman went over what this is with the Board. It's being discussed because of a law that goes into effect July 1st. The SCA staff did training at the beginning of last year regarding this, and there is overlap between this and the school safety plan.

4.4. 2024-2025 Local Control and Accountability Plan (LCAP) (Action)

Matt Wahlman went over the LCAP in depth with the Board. We met our goals in most areas, but we do have areas we want to improve in. We are moving towards the goal of having CTE pathways. We also want to have a parent support system for new parents/families. A FAQ has been created by one of our facilitators for new families to refer to. Also, SCA was entered into the Honor Roll schools list. Only 17% of schools in CA make this list and this is the first time we have made it. Matt Wahlman also asked the Board if they had any questions and he would like the goals to be made a three year, instead of one year. The Board agreed to this with updates being made along the way. He also asked them to approve the LCAP.

Jennifer Waltman made a motion to approve the 2024-2025 LCAP; Carlie Hinderscheid seconded the motion. Motion carried 5-0.

4.5. Athletics Policies (Action)

Matt Wahlman discussed some athletics policies we are wanting to implement with the addition of tennis, soccer and cross country. He didn't want this to be an action item tonight, as there needs to be more thought and discussion with them. The Board discussed having a waiver for the sports transportation on what the parent will allow (example: family friend gives written permission for friend to drive their children) and feel we should have this in writing. They also feel it should be very specific and for every event. It was suggested that students don't drive other students.

Jennifer Waltman motioned to table Athletics Policies until the next meeting; Carlie Hinderscheid seconded the motion. Motion carried 5-0.

4.6. New Families Support Network (Discussion)

The Board feels it would be good to get the info. out at orientation thru a dialer. Also, Facilitators could recommend/talk to parents who would be good mentors for the newbies.

5. Business Services

5.1. Legislation and Finance update (Discussion)

Matt Wahlman went over this with the Board. The situation with the legislation and state is very convoluted and complex. There are a lot of unknowns still at this point. CTA and Newsom made a plan but the Legislators made a different plan. They have to come to some type of agreement by mid-June. We won't know what is going to happen until mid-to-late-July. The good news is that it probably won't affect us too negatively.

5.2. SCA and SSHS, Inc. warrants for April and May 2024 (Action)

Matt Wahlman went through the warrants for April and May 2024 with the Board, answered their questions and then asked them to approve them.

Jason Paine motioned to approve the SCA and SSHS Inc. warrants for April and May 2024; Des Comer seconded the motion. Motion carried 5-0.

5.3. 2024-2025 Original Budget (Action)

Matt Wahlman went over SCA's 2024-2025 Original Budget extensively with the Board. Projected Enrollment: 280 students. Projected P-2 ADA: 275 students. Projecting zero cola. Projected cash flow is adequate. Projected deficit spending in 2024-2025 for the Industrial Arts shop, but there will not be projected deficit spending the following two years. The ending fund balance is projected to be positive. SCA is financially healthy.

Jason Paine motioned to approve the 2024-2025 Original budget; Jennifer Waltman seconded the motion. Motion carried 5-0.

5.4. Property and Liability Insurance Provider for 2024-2025 (Action)

Matt Wahlman discussed this with the Board. He recommended staying with CharterSafe, the insurance we have currently. Leslie MacRae asked if we have the replacement value in this plan, and if we don't, she highly recommends we have it. Matt confirmed we do have it.

Carlie Hinderscheid motioned to approve CharterSAFE as SSHS, Inc's Property and Liability Insurance Provider for 2024-2025; Des Comer seconded the motion. Motion carried 5-0.

5.5. Salary Schedules Beginning 7-1-24 (Action)

Matt Wahlman asked the Board to approve the salary schedules beginning 7-1-24 that were shown to the Board at the last Board meeting.

Jennifer Waltman motioned to approve the Salary Schedules beginning 7-1-24; Des Comer seconded the motion. Motion carried 4-0.

*Jason Paine recused himself because he's a staff member.

5.6. New SSHS, Inc. Savings or Money Market Account (Action)

Matt Wahlman discussed FDIC coverage with the Board and how it relates to the nonprofit's bank accounts. Matt has not felt there was much risk with the accounts but wants to have all deposits covered. In his research he found that First Internet Bank partners with IntraFi to provide customers with additional FDIC coverage.

Matt is asking for the Board's approval on this IntraFi program through First Internet Bank.

Jennifer Waltman made a motion that the Board approve the school administration to open sufficient savings, fund programs, or money market accounts to ensure that funds are insured; Jason Paine seconded the motion. Motion carried 5-0.

6. Closed Session

6.1. Director Salary Schedule (Action)

*The Board went into closed session at 7:43pm. Jason Paine recused himself, and he and CeCe Walters left the room. The Board returned to open session at 7:55pm, and Jason and CeCe returned. Report of action taken in closed session: Board chose to approve the 7-1-24 Salary Schedule of the Director and the 7-1-24 Salary Schedule of the CBO.

Note: This is a closed session item because it is regarding specific staff members.

6.2. CBO Salary Schedule (Action)

*The Board went into closed session at 7:43pm. Jason Paine recused himself, and he and CeCe Walters left the room. The Board returned to open session at 7:55pm, and Jason and CeCe returned. Report of action taken in closed session: Board chose to approve the 7-1-24 Salary Schedule of the Director and the 7-1-24 Salary Schedule of the CBO.

Note: This is a closed session item because it is regarding specific staff members.

7. Board Business

7.1. Regular Board Meeting Scheduled for 6-13-24 (Action)

Des Comer motioned that SCA not have a Regular Board Meeting on 6-13-24; Jennifer Waltman seconded the motion. Motion carried 5-0.

7.2. Charter Board University – Chapters 11 and 12 (Discussion)

This will be moved to the next Board Meeting.

7.3. Governance Communication Letter from Auditor (Discussion)

Matt Wahlman discussed with the Board that if they had questions they didn't feel comfortable asking he or Ben, they could reach out to the Auditor directly. The Board has the information. The Auditor does reach out to the Board Chair to ask questions.

8. Agenda Items for the next Board meeting

8.1. Charter Board University – Chapters 11 and 12 (Discussion)

8.2 Athletics Policies

8.3 Parent and Student Handbook revisions

8.4 Independent Study Policies?

9. Subject: Adjournment (Action)

Des Comer motioned to adjourn the Board Meeting; Jennifer Waltman seconded the motion. Motion carried 5-0.

Adjournment time: 8:05pm

