1. **Call to Order:** The meeting was called to order at 5:34 pm.

2. **Introductions and Greetings:**

3. **Roll Call:**
   - **Evergreen Institute of Excellence Advisory Council:**
     - **Members present:** Brad Mendenhall, Leila Dumore, Sandy Papesh, Roxanne Vine and Savannah Bueb.
     - **Member absent:** Alyssa Massey Morris and Terrie Runolfson.
     - **Guest Present:** Asher Bueb

4. **Approval of Agenda:** On a motion made by Sandy Papesh and a second by Savannah Bueb, the agenda was approved.

5. **Approval of Minutes from November 1, 2016 Meeting:** On a motion by Brad Mendenhall and a second by Savannah Bueb, the minutes for the 11/1/2016 meeting were approved.

6. **Time Allocation:** N/A

7. **Assignment of Jobs:** N/A

8. **Progress Reports:**
   - **Budget Review**- The interim budget is being presented to the EUSD board at the 12/13/2016 meeting. Business manager, Sonia Freitas will present it to the council at the next meeting. Budget is looking good. Supt. Mendenhall shared with the council that President elect, Donald Trump has nominated a pro charter/choice education secretary. Although it may take a while, charters may benefit from this appointment.
   - **Learning Organization**- EIE has 105 students enrolled currently. There are six teachers. Four teachers are full time with Director Dumore teaching 18 students. (This will decrease to about 12 this school year.) One teacher is at 48% and one at 8% currently. The graduation will be held Friday, May 26th at Anderson River Park at a time to be determined. EIE Charter still needs graduation committee members. EIE teachers have had two Edmentum trainings to learn to use Plato more effectively. Since the last meeting, team meetings have been occurring every other week and have been scheduled for the remainder of the school year. Staff is focusing on data, assessments (Iready) and curriculum. The team decided to focus on biographies for January and February. EIE has a student in a blended program and it is
going well. An eighth grade student went back to the classroom in order to have a smoother transition to a seat-based high school. This is going well also. Savannah Bueb mentioned that this is a “win win” for all EIE, EUSD and families. Everyone’s efforts in this successful transition is appreciated.

9. Discussion/Action Items:
   A) Office Assistant Job Description & Salary Schedule- This position has not been solidified yet. Administrators have been looking at a job share to meet EUSD needs and EIE needs. Currently a half day five day a week position is currently being considered. Camden has been doing registrations, transcriptions and setting up courses in aeries (which is a big job in itself). Although Camden has done a wonderful job, EIE needs an office assistant.
   B) WASC-The initial application for WASC accreditation is due April 30th for a fall visit. EIE will need committee members. All council members present showed interest in participation. There are fees attached to the accreditation process of $160 for the application and $700 for the certification. Conditions for eligibility were shared with the advisory council.
   C) PERB Petition-Both EFT and EUSD have given a letter of support for a unit modification. A petition will be filed with the PERB Board in order for the EIE teachers to be exempt from EFT. Discussion occurred about the process and steps that need to happen to petition. Ultimately it will be the PERB Board’s decision.

10. Future Agenda Items:
   1) LCAP Review
   2) Calendar Proposal 2017/18
   3) Office Assistant
   4) Additional Teaching Staff

11. Evaluation of Meeting: Awesome! It was organized and informative.

12. Next Meeting: The next EIE Advisory Council Meeting will be January 3, 2017 at 5:30pm in the Middle School Library.

13. Adjournment: On a motion by Savannah Bueb and a second by Brad Mendenhall, the meeting was adjourned at 6:09 pm.

1/17/2016