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, Roxanne Vine, Sandy Papesh, Leila Dumore, Savannah Beub, Terrie Runolfson. Deborah Wallace was a guest at this meeting.
   - **Member absent:** None

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

5. **Approval of Minutes from January 3, 2017 Meeting:** On a motion by Savannah Bueb and a second by Brad Mendenhall, the minutes for the 1/3/2017 meeting were approved.

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

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

8. **Progress Reports:**
   - **Budget Review**—The budget from 6/2016 was broken down versus the First Interim Budget. The most significant change noted was the increase in enrollment (almost double previous enrollment). Supt. Mendenhall noted that a 100% increase will probably not happen again. Although enrollment has increased, the impact has levelled off. There may be a slight increase to the LCFF funding which accounts for the gap in enrollment. Terrie Runolfson inquired about the capital outlay category. Supt. Mendenhall explained that would be for facilities and maintenance of those facilities.
   - **Learning Organization**—Director Dumore reviewed the activities being offered to students and parents in the last month, including a visit to the Planetarium that “packed the house.” Team meetings are continuing every other week with the focus around common terminology being formed for us to share with our families and students based on state standards. We are wrapping up our Writer’s Workshop which focused on biographies. We are working on our Wax Museum for students to share.
9. Discussion/Action Items:
   A) LCAP Review-Director Dumore reported on the progress being made on the 2016/17 LCAP including acquiring materials and textbooks aligned with the current state standards. In goal two, we are implementing the use of Iready for our assessments program.
   B) Calendar Proposal 2017/18-Director Dumore presented the proposed 2017/18 calendar. The calendar was developed with the families expressed desires to continue learning through the breaks and summer vacation. Roxanne Vine mentioned the calendar worked fine since our families and students don’t need the breaks as they are working mostly from home. Additionally, the calendar aligns more to the Shasta College calendar for our high school students. On a motion made by Roxanne Vine, and a second by, Savannah Bueb, the 2017/18 calendar presented was approved unanimously.
   C) Office Assistant-An office assistant has been hired and will be shared with the EUSD Preschool. Dena Webb will start with us on 2/27/17. Director Dumore reported her gratitude for Camden and the district office ladies for their help and willingness to pitch in as needed. Camden will be training our new hire in Aeries and school systems.
   D) Additional Teaching Staff-EIE Charter has tentatively hired additional teaching staff. After clearance has been received, this person will take on the newly enrolled students whom have been on Director Dumore’s roster.
   E) Closing Enrollment-EIE Charter will be closing down the enrollment of new students as of March 31, 2017, prior to state testing. This may happen sooner if staffing caseloads are maxed out. New students are enrolling for 2017/2018. A questionnaire will be sent out to our current families to secure affirm number of students continuing enrollment with EIE Charter next year.
   F) Material Revision of Petition-Director Dumore reported that the material revisions of our petition will be presented to the Advisory Council for approval. There will be changes such as EIE Charter being the employer for their own employees and materials and assessments being used. Additionally, a few areas will be “cleaned up” and specifics added about supporting high school students attending Shasta College.

10. Future Agenda Items:
   1) LCAP Review
   2) Material Revision of Petition

11. Evaluation of Meeting: The meeting offered good information and was informative.

12. Next Meeting: The next EIE Advisory Council Meeting will be March 7, 2017 at 5:30pm in the Middle School Library.

13. Adjournment: On a motion by Savannah Bueb and a second by, Terrie Runolfson, the meeting was adjourned at 6:17 pm.

02/17/2017