1. **Call to Order:** The meeting was called to order at 4:39 pm.

2. **Introductions and Greetings:**

3. **Roll Call:**

   **Evergreen Institute of Excellence Advisory Council:**

   **Members present:** Brad Mendenhall, Roxanne Vine, Leila Dumore, Savannah Bueb, Terrie Runolfson-arrived at 4:43pm, Sandy Papesh

   **Members absent:** Kaysha Dowell

4. **Approval of Agenda:** Motion to approve agenda as presented was made by Sandy Papesh and a second by Savannah Bueb. The motion passed unanimously.

5. **Approval of Minutes from October 3, 2017 Meeting:** Motion to approve minutes as presented was made by Brad Mendenhall and a second by Savannah Bueb. The motion passed unanimously.

6. **Progress Reports:**

   - **Learning Organization**-Director Dumore reported current enrollment is 108. We will have maximum enrollment at 135 and it will be capped at that for 2017/2018, school year with the current staff. We will also close enrollment March 30, 2018, if the maximum number has not been reached. By having a cutoff date it allows for State Testing focus and end of the year prep without scrambling. We have 3 incoming 9th graders who already have enrollment papers for the 2018-2019, school year.

   - Director Dumore reported out about the APLUS personalized learning conference Wendy Wendt and she attended the end of October. The focus was 100% non-classroom based program workshop with an emphasis on Career Tech Ed.

   - Director Dumore shared that the rescheduled kayak field trip was well attended. Although it was a little cooler than the original date, there were still enough for two groups of 20 parents/students. We have had a high school hangout at Sweet Spot with further daily planner training and coming together as a group.

   - Our Thursday Enrichments continue with the Charlotte’s Web book study and spider unit. The finale will be held this Thursday where students will present to the group, parents, and community members. Lastly, we were able to take a tour of the Redding Library. This was informative to all who attended.
7. **Discussion/Action Items:**
   A) **Parent/Student Handbook**-The handbook is coming along. We are trying to make sure it reflects our personalized learning approach. Dena has been amazing gathering samples and researching other non-classroom based charters’ handbooks.
   B) **WASC**-The initial visit will be this Thursday. A team of two members will visit from 8am-3pm talking to staff, parents, students and District personnel. Director Dumore shared the Initial Visit School Description which was submitted to WASC and will have some talking points to focus on. Presently, Sandy Papesh, Savannah Bueb, Roxanne Vine and Brad Mendenhall are council members available to meet with the WASC team.
   C) **LCAP/Dashboard-Local Indicators**-Director Dumore brought the council up to speed about the LCAP/Dashboard which has gone live on the CDE website. She shared there are local indicators that are a work in progress that will need to be completed by the December due date. One local indicator is generated from a survey taken by students. The current available survey, Healthy Children, does not match the needs or type of program we have. Another survey will need to be created that is a better fit to EIE. This indicator will reflect “not met” due to not administering a survey.

8. **Future Agenda Items:**
   A) WASC
   B) Parent/Student Handbook
   C) Participation Rate of Assessment

9. **Next Meeting:** The next EIE Advisory Council Meeting will be **Dec. 5, 2017**, at 4:30pm in **Room #73**

10. **Adjournment:** On a motion by Terrie Runolfson and a second by Savannah Bueb, the meeting was adjourned at 5:28 pm.

12/01/2017