

Northern United Charter Schools

Board of Directors

Regular Board Meeting Minutes

May 17, 2018

Members Present: Bianca Garza and Briana Oesterle in Siskiyou by teleconference, Jere Cox, Rosemary Kunkler, and Jennifer Johnson in Humboldt.

Members Absent: None

Public Present: Shari Lovett, Tammy Picconi, Lynda Speck, Kirk Miller, Rebekah Davis, Reada McConnaughy, Roxy Kennedy, Stephanie Jackson by teleconference.

1.0 Call to Order/Agenda

1.1 Call to Order: Jere Cox called the meeting to order at 4:04pm

1.2 Agenda: There were no changes to the Agenda.

A motion to approve the agenda as posted was made by Rosemary Kunkler and seconded by Jennifer Johnson Vote taken:

Jere Cox- Aye

Jennifer Johnson-Aye

Bianca Garza – Aye

Briana Oesterle- Aye

Rosemary Kunkler- Aye

Motion passes unanimously.

2.0 Business and Finance

2.1 Financial Report: Shari Lovett informed the board that the Mattole Unified School Board has approved to transfer ending balance funds from the Charter School to Northern United Charter Schools. The systems for both the Siskiyou Charter and Humboldt Charter have been set up at the county level. Mattole Valley Charter School will hold 10% of the ending balance in an account for closing out all outstanding bills that could come in after June 30, 2018

2.2 Local Control and Accountability Plan (LCAP): Shari Lovett reported on the status of the LCAP for the two new schools. They are close to being done. The LCAP consists of two parts; an annual update and the actual LCAP. Shari explained the process that was used to fill out the annual update because we don't have a baseline to refer to.

2.3 Northern United Charter Schools Pay Schedule: Shari Lovett introduced the salary schedule and explained how the schedule is set up. Jennifer Johnson asked

about the teacher salaries and how low they are. She says that the center instructor line is not comparable to the US average for teacher salaries. Jere Cox spoke of this being the charter's first year and that the charter has to build a minimum of a 5% reserve, we should hold the pay schedule as submitted and have the ability to revisit it next year when we have a history to support increases. The board has asked to see job descriptions for the salary schedule and it was requested that they receive their packets earlier than 72 hours before the meeting. Motion to approve the Northern United Charter Schools pay schedule as printed, effective July 1, 2018 with the understanding that the board would revisit it in six months was made by Rosemary Kunkler and seconded by Briana Oesterle. Vote taken

Jere Cox- Aye
Jennifer Johnson- Aye
Bianca Garza – Aye
Briana Oesterle- Aye
Rosemary Kunkler- Aye
Motion passes unanimously.

- 2.4 Resolution for Northern United Charter Schools Health and Welfare Benefits Package:** Shari Lovett reported to the board the Health and Welfare benefits that employees receive and the amount that historically has been paid by the district. She would like to keep the amount paid for by the district the same for Northern United Charter Schools. The amount she would like the board to approve is \$12,368.00 per full time employee who qualifies for benefits. A motion to approve the Resolution for Northern United Charter Schools Health and Welfare Benefits Package was made by Jennifer Johnson and seconded by Briana Oesterle. A comment on the cost of insurance increases creating hardships was made. Vote taken:

Jere Cox- Aye
Jennifer Johnson- Aye
Bianca Garza – Aye
Briana Oesterle- Aye
Rosemary Kunkler- Aye
Motion passes unanimously.

3.0 Consent Agenda

- 3.1 Approval of Warrants and Payroll:** Nothing to Report
- 3.2 Approval of Minutes:** Minutes from April 26, 2018 and May 9, 2018
- 3.3 Resignations, Hires and Leaves:** List of employees not being employed by Northern United Charter Schools

A motion to approve the consent agenda was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken:

Jere Cox- Aye
Jennifer Johnson- Aye
Bianca Garza – Aye
Briana Oesterle- Aye
Rosemary Kunkler- Aye
Motion passes unanimously.

4.0 Public Comments on items not on the Agenda:

4.1 Comments by the Public: Reada McConnaughy requested that notification be sent to staff members on the Northern United board meeting schedule. She was told that the schedule is posted on the web page.

5.0 Community Relations/Correspondence:

5.1 Letters from California Department of Education to NU-HCS and NU-SCS regarding the Public Charter School Grant Program: Shari Lovett shared a letter from CDE stating that both Charter Schools had been denied the grant that we applied for. We can re-apply next year. A discussion about the grant and the reasons we were denied was held and Jere thanked Kirk Miller and Shari Lovett for their hard work on the grant application process.

6.0 Recognitions/Announcements/Reports

6.1 Board Members: Bianca Garza stated that not being awarded the grant was a blow, people had worked hard on it. She said that the web page looked good. Briana Oesterle agreed with Bianca on both the grant and the web page. Rosemary Kunkler reported that the NCLA parent group held a teacher appreciation day and served the teachers a luncheon and they had a Saturday family swim day.

6.2 Northern United – Siskiyou Charter School: Kirk Miller reported that the banners for both schools are done and look good. They are advertising for students within the community. He said that they have to install fire alarm systems to be in compliance and that the cost would not be cheap.

6.3 Northern United-Humboldt Charter School: Shari Lovett spoke about the facility safety inspection and compliance regulations. NCLA has stairs that will be an issue. In the MOU, HCOE has given us a transition plan for our centers and we have until the first day of school to come into compliance. We will hire an architect or engineer to give us cost estimates on what we need to do at each center. Shari reported that HCOE has approved the MOU with NU-HCS We are still waiting for the MOU to be approved by SCOE. She also reported that with

the number of staff that has left we have posted the vacant positions. The lottery for students at all our learning centers will happen on the 21st.

- 6.4 **Director:** Shari Lovett reported to the board that we are waiting for our CDS numbers for both the schools and how we have had to re-submit the applications three times. PERS and STRS are waiting for the numbers as well to move forward with opening the schools. Shari reported that she has applied to JPA for both schools and that NU-Humboldt is done with our JPA covering both Prop/Liability and Health/Welfare. For NU-Siskiyou, their JPA wants the county to be in charge of the budget and Health/Welfare is the same JPA as NU-Humboldt but the Prop/Liability will be different and they want a three year contract. A discussion was held on terms of the NU-Siskiyou Charter and how a three year contract would not work. We have applied to Charter Safe and are waiting for a quote.

7.0 Administration

- 7.1 **Resolution for NU-SCS to become a member of North Coast Schools Medical Insurance Group JPA:** Shari Lovett explained that this resolution is for NU-SCS to join our JPA for medical insurance benefits. A motion to approve the resolution for NU-SCS to become a member of North Coast Schools Medical Insurance was made by Jennifer Johnson and seconded by Bianca Garza. No discussion. Vote taken:

Jere Cox-Aye
Jennifer Johnson - Aye
Bianca Garza – Aye
Briana Oesterle - Aye
Motion passes unanimously.

- 7.2 **Resolution for NU-HCS to become a member of North Coast Schools Medical Insurance Group JPA:** Shari Lovett explained that this is the medical insurance JPA that Mattole used and that we can continue with them. A motion to approve the resolution for NU-HSC to become a member of North Coast Schools Medical Insurance was made by Bianca Garza and seconded by Briana Oesterle. Vote taken:

Jere Cox - Aye
Jennifer Johnson - Aye
Bianca Garza – Aye
Briana Oesterle - Aye
Motion passes unanimously.

- 7.3 **Resolution for NU-HCS to become a member of North Coast Schools Insurance Group:** Shari Lovett explained that this would be for the Prop/Liability coverage and Workers' Compensation. A motion to approve the Resolution for NU-HCS to become a member of North Coast Schools Insurance Group was made by Jennifer Johnson and seconded by Bianca Garza. Vote taken:

Jere Cox- Aye

Jennifer Johnson- Aye
Bianca Garza – Aye
Briana Oesterle- Aye
Motion passes unanimously.

- 7.4 Resolution for NU-HCS to participate in Section 457 Retirement Plan through the Humboldt Office of Education:** Shari Lovett informed the board of the 457 retirement plan. A motion was made to approve the Resolution for NU-HCS to participate in Section 457 Retirement Plan through Humboldt County Office of Education by Bianca Garza and was seconded by Jennifer Johnson. No discussion. Vote taken.

Jere Cox- Aye
Jennifer Johnson- Aye
Bianca Garza – Aye
Briana Oesterle- Aye
Motion passes unanimously.

- 7.5 Resolution and agreement for NU-HCS to participate in Section 403(b) Retirement Plan through the Humboldt County Office of Education:** Shari explained this retirement plan. A motion to approve the Resolution and agreement for NU-HCS to participate in Section 403 (b) Retirement plan through the Humboldt County Office of Education was made by Jennifer Johnson and seconded by Briana Oesterle. Vote taken:

Jere Cox- Aye
Jennifer Johnson- Aye
Bianca Garza – Aye
Briana Oesterle- Aye
Motion passes unanimously.

- 7.6 Student Enrollment and Attendance Report:** No Report
- 8.0 Curriculum and Instruction:** No report
- 9.0 Facilities:**
- 9.1 Inspections report by Humboldt County Office of Education of Humboldt County Facilities.** The Humboldt County learning centers were inspected by HCOE maintenance staff and the risk manager of the North Coast Schools Insurance Group JPA. NU- Humboldt agrees to comply with all findings by the beginning of the school year.
- 10.0 Future Agenda Planning:**
- 10.1 Future Agenda Items:** Board Trainings, CSBA, APLUS, CSDC Memberships, Hiring a confidential Administrative Assistant, Revisiting the Salary Schedule in 6 months.
- 11.0 Future Board Meetings:**

11.1 Next meeting scheduled for June 27, 2018

Open Session Before Closed Session:

Jere Cox reported that the topic for closed session was the public employment of School Director

Closed Session Open Hearing: There were no comments.

Adjourn to Closed Session: Jere Cox adjourned to go to closed session at 6:05pm.

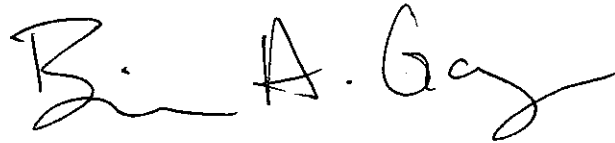
4.0.1 Public Employment; Title: (School Director)

Reconvene in Open Session

Closed session ended at 6:46pm. No report

Adjournment: Meeting adjourned at 6:47pm

Respectfully Submitted by Lynda Speck

A handwritten signature in black ink that reads "B. A. Gay". The signature is written in a cursive style with a large, stylized "B" and "G".