

NORTHERN UNITED CHARTER SCHOOLS

BOARD OF DIRECTORS

SEPTEMBER 20, 2018 BOARD MINUTES

MEMBERS PRESENT: Jere Cox, Rosemary Kunkler, Jennifer Johnson, Briana Osterle

MEMBERS ABSENT: Bianca Garza

GUESTS: Shari Lovett, Julie Smith, Rebekah Davis, Lacy Conti, Tammy Picconi, Kirk Miller, Roxy Kennedy, Reada McConnaughy, and Lynda Speck

1.0 CALL TO ORDER: Jere Cox called the meeting to order at 4:01pm

1.1: Pledge of Allegiance

1.2: Agenda: Motion to approve the agenda made by Briana Osterle and seconded by Rosemary Kunkler. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

2.0 BUSINESS AND FINANCE

2.1: Financial Report: Tammy Picconi reported to the board the cash flow status of both NU-HUMBOLDT and NU-SISKIYOU Charter Schools. Money is getting low for NU-Humboldt charter but NU-Siskiyou is still good. She reported that once we have the audited actuals, we can transfer the rest of the money to both charters. We expect that our first apportionment will come at the end of September or beginning of October and that amount will be 37% of expected revenues.

2.2: Consideration of Assumption of Copier Lease with Great America Financial Services for NU-Humboldt Charter School: Shari Lovett explained the copier leases and how we needed to transfer the leases from Mattole Unified to Northern United. She went over each lease. A motion to approve the assumption of Copier lease with Great America Financial Services for NU-Humboldt Charter School was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote Taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

2.3: Consideration of Assumption of Copier Lease with Wells Fargo for NU-Siskiyou Charter School: Shari Lovett explained the lease agreements with Wells Fargo. There are two leases and currently only one of them is signed and we are still waiting for signatures on the other one. A motion to approve assumption of Copier Lease # 603-0151725-000 with Wells Fargo and to table the approval of second lease with Wells Fargo until the October board meeting was made by Jennifer Johnson and seconded by Briana Osterle. Vote Taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

2.4: Consideration of Contract with School Pathways for NU-Humboldt Charter School: Shari Lovett explained the services that School Pathways provides for us and the cost of those services. Jere shared with the board his visit to the offices of the support staff and now understood their roles within School Pathways. A motion to approve the contract between School Pathways and NU-Humboldt Charter School was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

2.5: Consideration of Contract with School Pathways for NU-Siskiyou Charter School: Shari explained the services that School Pathways provides for us and the cost of those services. A motion to approve the contract between School Pathways and NU-Siskiyou Charter School was made by Rosemary Kunkler and seconded by Jennifer Johnson. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

3.0 CONSENT AGENDA

3.1: Consideration of Approval of Warrants and Payroll for NU-Humboldt Charter School:

3.2: Consideration of Approval of Warrants and Payroll for NU-Humboldt Charter School:

3.3: Consideration of Approval of Minutes: Rosemary Kunkler pointed out a typo in section 6.2.

3.4: Consideration of Approval of Resignations, Hires and Leaves: Shari Lovett presented the employee lists for both NU-Humboldt and NU-Siskiyou Charter Schools and answered questions about tutor/SGL and the meaning of both. A motion to approve the consent agenda as amended was made by Jennifer Johnson and seconded by Briana Osterle. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

4.0 PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

4.1: Comments by the Public: No comments

5.0 COMMUNITY RELATIONS/CORRESPONDENCE

5.1: Correspondence: Shari Lovett shared a letter from Chris Hartley about his appreciation to our staff for their hard work on the budget approval process.

6.0 RECOGNITIONS/ANNOUNCEMENTS/REPORTS

6.1 Board Reports: Briana Osterle reported that all the staff at the Yreka Learning center did an amazing job on cleaning, organizing and re-arranging the Yreka center. It has a new feel when you walk in. She reported that the Back to School night was great.

Minutes are reflecting that Jere gave Rosemary a look

Rosemary Kunkler reported that she with Jere had visited the elementary and secondary learning centers in the Eureka area and that she is proud to be a part of this community. As a grandparent she is proud of the education that her grandchildren are receiving at Northern United- Humboldt Charter School.

Jere Cox reported on his visit to the learning centers. Good things are happening here. This charter entity is different, but not less than, the traditional public schools. Our science labs are very comparable to science labs at bigger districts. He is looking forward to WASC so he can see all the learning centers in our charter school and letting everyone know that we are interested in our school and education. He encourages everyone to attend the WASC visits.

Jennifer Johnson had no report.

6.2: NU-Siskiyou Charter School: Kirk Miller reported on the NU-Siskiyou Charter School enrollment numbers. They are up to 128 students and are hoping to get more. He reported on the projects that are in process taking care of all potential safety issues. The signs are done for the Mt. Shasta Centers and they are currently looking for someone to put the signs up at the Yreka Centers. He reported on fundraising that is happening on that side; Crispy Crème donuts for the Yreka Center and Fair Trade Chocolates for the Mt. Shasta Centers. Staff have been going to professional development; foster/homeless training, Science CAASPP training. Their Back to School Night was successful in both Yreka and Mt. Shasta. He is working on uniting the two locations into one school. A comment was made on the location of the Pine Grove sign.

6.3: NU-Humboldt Charter School: Julie Smith reported that it's been busy for the first few weeks of school. The curriculum audit is finished; the school safety plan is in its final stages. Blood Bourne Pathogen plans and kits have been created. She went to an active shooter training and is now able to train our staff. Teachers have adopted E-dynamics, APEX and Cyber High. Independent Study teachers are working hard to support our new teachers, and currently are offering Science and History classes at the Cutten Resource Center and Math tutoring. Upcoming field trips include a Madaket Cruise and a trip to the pumpkin patch. Students are taking the STAR Math and Reading assessment tests and will start the interim CAASPP modules in LP 2 to help them get acquainted with the CAASPP test that they will take in the spring. Dr. Dale is visiting on Oct 17, giving staff a refresher course in PBIS for all new hires and teachers beginning implementation of PBIS in their programs. Some staff will attend the AVID training at the end of October. College and Career Expo is tonight at Eureka High School. WASC visits are September 27 and 28 in Humboldt and October 5 in Siskiyou. We have a Suicide Prevention Liaison meeting coming up and we will be training all staff in a school wide training on Active shooters, Violent intruders, ALICE training and the Comprehensive School Safety Plan.

6.4: Director Report: Shari Lovett started her report with introducing Lacy Conti to the board as her assistant. She reported that Lacy has been working on the Blood Bourne Pathogen Plans and kits, a newsletter, Work Experience Education Plan, flyers for the teacher Circle, Teacher Circles.

A question was asked about monthly calendars being sent to the board. Shari explained what teacher circles were and how they work. A discussion on school email accounts for board members and why that would be important. She reported that Tim Mueller will set the board members up with nucharter.org accounts. She said that the WASC visiting committee would be here the 25 and 26 and there was discussion on getting maps to the different learning centers out to those who needed them. Shari explained what the state dashboard is and the specific things that the state reports on. She will report on data that will be going on the dashboard in October. She informed the board of governance training in S.F. in December that she would like all the members to attend. Shari answered a question about the need for site councils and what Mattole Valley Charter School had done and that NUCS is doing Coffee with Colleagues as a venue for staff to come together and celebrate successes and collaborate with colleagues and have a place and opportunity to voice what is not working, concerns and requests or ideas. Jere wanted to let people know that they are welcome to come and talk to the board on concerns, but it may not be acted on if it is not an agenda item.

7.0 ADMINISTRATION

7.1: Student Enrollment and Attendance Report: Shari reported the enrollment numbers for both NU-Humboldt and NU-Siskiyou Charter Schools; Siskiyou is at 128, our projected enrollment was 146. Humboldt is at 411 and our projected enrollment was 399.

7.2: Consideration of IRS Mileage Rates for 2018 for NU-Humboldt Charter School: Shari Lovett explained our mileage policy and that the wording is we reimburse at the IRS rate. The rate is currently .545 cents per mile. A motion to adopt the IRS mileage rate for 2018 for NU-Humboldt Charter School was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

7.3: Consideration of IRS Mileage Rates for 2018 for NU-Siskiyou Charter School: A motion to adopt the IRS mileage rate for 2018 for NU-Siskiyou Charter School was made by Briana Osterle and seconded by Jennifer Johnson. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

7.4: Public Hearing for the Independent Study Policy for NU-Humboldt Charter School and NU-Siskiyou Charter School: Shari Lovett explained that we are required to do this public hearing for this policy. Public Hearing Closed.

7.5: Consideration of Board Policies (BP) Second Reading for NU-Humboldt Charter School- Shari Lovett explained that the board had decided on going with one policy book with two sets of forms. She went over the changes to the policies (see handout included with packet). Board discussed typos and formatting errors and went over the fine tuning of the policy book. Question about student files and the requirements for sharing was asked and what we are legally bound to provide what is optional. A motion to approve the Board Policies, 2nd Reading, for NU-Humboldt Charter School pending formatting, grammar, and font corrections made by

Jennifer Johnson and seconded by Briana Osterle. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

7.6: Consideration of Board Policies (BP) Second Reading for NU-Siskiyou Charter School- A motion to approve the Board Policies, 2nd Reading, for NU-Humboldt Charter School pending formatting, grammar, and font corrections made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

7.7: Consideration of NU-Humboldt Charter School Comprehensive School Safety Plan: Julie Smith reported on the process of developing the safety plan and the requirement that every learning center have one in place. She spoke of the plan itself and explained that centers will hold monthly fire drills as well as lockdown drills which are new. She is waiting for the policies to be adopted so she can add the discipline policy to the plan. Safety backpacks /buckets are being updated at each center. She spoke of the school wide professional training for all staff that will be held on October 12th. She feels good about the plan and safety measures at the learning centers. A motion to adopt the Comprehensive Safety Plan for NU-Humboldt Charter School was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

7.8: Consideration of NU-Siskiyou Charter School Comprehensive School Safety Plan: A motion to adopt the NU-Siskiyou Charter School Comprehensive School Safety Plan was made by Jennifer Johnson and seconded by Briana Osterle. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously

7.9: Consideration of Siskiyou County Plan for Expelled Youth: Shari Lovett explained that Siskiyou County is adopting a new plan for expelled youth. They have asked the charter school to adopt the plan as presented. A motion to adopt the Siskiyou County Plan for Expelled Youth was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

7.10: Adoption of 2018-2019 Northern United Charter Schools Annual Goals: Shari Lovett explained that it is common that the board adopt the goals for the school. The Director's evaluation is based on progress on these goals. Shari will report to the board every month on the goals.

The goals are:

1. Improve student performance outcomes in core academic areas.
2. Ensure all students have access to appropriate education and are provided opportunity to learn in an environment that reflects twenty first century learning.

3. Will improve school climate and parent community involvement to promote and cultivate a positive safe environment.

A motion to adopt the 2018-2019 suggested goals 1, 2, and 3 for Northern United Charter Schools was made by Jennifer Johnson and seconded by Briana Osterle. Vote taken: Jennifer Johnson-Aye, Rosemary Kunkler-Aye, Briana Osterle-Aye and Jere Cox – Aye. Motion carried unanimously.

7.11: Consideration of Application for Charter School LEA Status: Shari Lovett explained SELPA and how it works in Humboldt County. She went over the services that they offer and that the rule is to apply to become your own LEA a year in advance. This year HCOE has offered to represent us. She has been working with Valerie Walsh, the SELPA director and staff to get the application finished and now requires board approval. The SELPA board will meet in October to vote on our application. A motion to approve the application for Charter School LEA Status was made by Rosemary Kunkler and seconded by Briana Osterle. Vote taken: Rosemary Kunkler-Aye, Briana Osterle-Aye, Jere Cox-Aye, Jennifer Johnson –Left before vote taken. Motion Carries.

8.0 CURRICULUM AND INSTRUCTION

8.1: Consideration of NU-Humboldt Charter School Curriculum: Shari Lovett reported to the board the different curriculum that the learning centers use and the standard that charter schools are required to follow. Jere Cox commented that the board relies on the professional staff to ensure that proper curriculum is being used. A motion to adopt the NU-Humboldt Charter School's curriculum was made by Rosemary Kunkler and seconded by Briana Osterle. Vote taken: Rosemary Kunkler-Aye, Briana Osterle-Aye, Jere Cox-Aye. Motion carries.

8.2: Consideration of NU-Siskiyou Charter School Curriculum: Shari Lovett reported to the board the different curriculum that the learning centers use and the standard that charter schools are required to follow. A motion to adopt the NU-Siskiyou Charter School's curriculum was made by Briana Osterle and seconded by Rosemary Kunkler. Vote taken: Rosemary Kunkler-Aye, Briana Osterle-Aye, Jere Cox-Aye. Motion carries.

9.0 FACILITIES: There are no items

10.0 FUTURE AGENDA PLANNING

10.1: Items to consider for future agendas: Revisit Records Policy, Blood Bourne Pathogens, Work Experience, School Dashboard, Wells Fargo Lease.

11.0 FUTURE BOARD MEETINGS

11.1 Future Board meetings: Next meeting is October 18 at 4pm.

12.0 ADJOURNMENT

Jere Cox adjourned the meeting at 6:59pm

