

Northern United Charter Schools

Board of Directors Meeting

December 6, 2018

Members Present: Jere Cox, Rosemary Kunkler, Jennifer Johnson, Bianca Garza and Briana Osterle

Members Absent: None

Staff Present: Shari Lovett, Tammy Picconi, Rebekah Davis, Kirk Miller and Julie Smith

Guests Present: Lisa Corr by phone

1.0 CALL TO ORDER: Jere Cox called the meeting to order at 3:58pm.

1.1 Pledge of Allegiance:

1.2 Agenda: It was agreed to pause the meeting for a phone discussion with legal counsel at 5:00pm and then continue the meeting after the call. A motion to approve the agenda as posted with the changes was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken: Jere Cox- Aye, Bianca Garza-Aye, Briana Osterle-Aye, Rosemary Kunkler-Aye and Jennifer Johnson-Aye. Motion carries unanimously.

2.0 BUSINESS AND FINANCE

2.1 Financial Report: Shari Lovett referred the board to the financial report in the board packet.

2.2 Consideration of Approval of a Positive First Interim Budget for NU-Humboldt Charter School: Tammy Picconi presented the first interim budget for NU-Humboldt Charter School. She recommends a positive certification. A motion to approve a positive certification first interim budget was made by Rosemary Kunkler and seconded by Jennifer Johnson and. Vote Taken: Jere Cox- Aye, Bianca Garza-Aye, Briana Osterle-Aye, Rosemary Kunkler-Aye and Jennifer Johnson-Aye. Motion carries unanimously.

2.3 Consideration of Approval of a positive First Interim Budget for NU-Siskiyou Charter School: Tammy presented the first interim budget for approval for NU-Siskiyou Charter School. She explained the need to include a budget transfer in the motion. She recommends a positive certification. A motion to approve a positive certification for first interim budget with a budget transfer resolution for NU-Siskiyou Charter School was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox- Aye, Bianca Garza-Aye, Briana Osterle-Aye, Rosemary Kunkler-Aye and Jennifer Johnson-Aye. Motion carries 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-Siskiyou Charter School:

3.3 Consideration of Approval of Minutes for November 15, 2018:

3.4 Consideration of Resignations, Hires and Leaves: Peter Harrison was hired for the Briceland Learning Center.

Motion to approve the consent agenda made by Jennifer Johnson and seconded by Bianca Garza. Vote taken: Jere Cox- Aye, Bianca Garza-Aye, Briana Osterle-Aye, Rosemary Kunkler-Aye and Jennifer Johnson-Aye. Motion carries unanimously.

4.0 PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

4.1 There were no comments.

5.0 COMMUNITY RELATIONS/CORRESPONDENCE

5.1 There was nothing to report.

6.0 RECOGNITIONS/ANNOUNCEMENTS/REPORTS

6.1 Board Reports: No reports.

6.2 Northern United-Siskiyou Charter School Report: Kirk Miller reported that NU-Siskiyou was up to 145 students as of today. They have started the process of selection of students to be highlighted in the Mt. Shasta Herald and the Siskiyou Daily News. Mt. Shasta Learning Center will start contributing information to the weekly school happenings section soon. He reported that they are experiencing success with the missed assignment policy and procedure. Three students have gone through the process and all have caught up on their assignments. 4th-8th grade teachers are busy preparing their students for the county wide spelling bee which is held on February 6th, 2019. NU-Siskiyou Charter School will have their competitions on January 16th and 17th. They will choose four students (two from South County and two from North County) to participant at the county level. They have applied for the permit for new school signs in Yreka.

6.3 Northern United-Humboldt Charter School Report: Rebekah Davis reported that Jorey McComas came and spoke to the Cutten Learning Center about History Day and that a group of NU-Humboldt students will be participating this year. She reported that all the students taking college courses from Eureka Learning Center passed with a B or higher. The course offered was Digital Media Animation Principles. Miranda Johnston facilitated a Humboldt State University admissions officer to come to the Eureka Learning Center and spoke with students. Of the 5 students that met with the officer, 4 gained immediate acceptance to HSU for the fall. Rebekah reported that all of the TK-8th grade students from Cutten Learning Center participated in Hour of Code this week. Teachers are finishing up with the STAR winter testing window and that there will be a Cutten Learning Center fundraiser at the Humboldt Ice Rink on December 17th. The students will be running the ice rink. There is a Holiday Market and Crafts Fair on December 18th. Students have an ad going on the radio that they recorded to advertise this event. Coffee with Colleagues will be on December 21 and the staff holiday party will follow with a potluck lunch and Bad Santa gift exchange. We have met the required 75% of employees complete the ALICE online training. Teacher Circle on Math is this Friday, the 7th.

6.4 Directors Report: Shari Lovett reported that there is a Brown Act, Ethics and Conflicts of interest workshop at HCOE on January 24, 2018 from 1 to 4. It is \$60 per person and presented by School and College Legal Services. Any board member interested should notify Shari. Jennifer Fairbanks, the HCOE charter liaison, visited the Eureka and Cutten facilities. She will visit other Humboldt facilities in the future. Shari will give a presentation on Wednesday, December 12th to the HCOE board

regarding the status of NU-HCS. In Humboldt, five of the first missed assignment letters have been sent and one of the second letters have been sent. In Siskiyou, three of the first missed assignment letters were sent and no second letters were sent. She distributed mileage reports for both schools from the beginning of the school year through November. Shari showed the most recent Super Student article. She said that a WASC report will be given in January. She commented on the status of LCAP. The LCAP survey is on the website. Julie attended an LCAP writer's workshop at HCOE.

7.0 ADMINISTRATION

- 7.1 **Student Enrollment and Attendance report:** Shari Lovett referred the board to the reports in their packets on enrollment and attendance. Currently enrollment for NU-Humboldt is 424 students and NU-Siskiyou is at 142 students.
- 7.2 **Review and Approval of the Board Terms of Office:** The board members decided on drawing straws to determine the staggered terms of office. Terms will be either two years or three years with geographical locations being fairly represented in terms. In Siskiyou: Briana Osterle drew the 3 year term and Bianca Garza drew the two year term. In Humboldt: Jere Cox and Rosemary Kunkler drew three year terms and Jennifer Johnson drew the two year term. Terms start on the second Friday of December 2018 and will end the second Friday of December in 2020 for the two year terms and the second Friday of December in 2021 for the three year terms. A motion to approve the terms of office was made by Jennifer Johnson and seconded by Rosemary Kunkler. Vote taken: Jere Cox- Aye, Bianca Garza-Aye, Briana Osterle-Aye, Rosemary Kunkler-Aye and Jennifer Johnson-Aye. Motion carries unanimously.
- 7.3 **Discussion and Approval of Board Calendar for 2019:** A discussion was held on when the board meetings should be held with consideration to the due dates for first interim, second interim and budget adoption. The calendar will be set as the 3rd Thursday of each month with the exception of the December, February and April meetings. These meetings will be on the second Tuesday of the month and the June meeting time will be announced when the budget is ready to be adopted. There will be no meeting in July. A motion to approve the board calendar was made by Bianca Garza and seconded by Jennifer Johnson. Vote taken: Jere Cox- Aye, Bianca Garza-Aye, Briana Osterle-Aye, Rosemary Kunkler-Aye and Jennifer Johnson-Aye. Motion carries unanimously.
- 7.4 **Discussion and Selection of Board Officers:** A discussion on the board officers was had and the board decided to leave the officers the same with Jere Cox as Chairman and Bianca Garza as Vice-Chairman, Shari Lovett as President, Lynda Speck as Secretary and Tammy Picconi as Treasurer. A motion to keep the officers the same was made by Jennifer Johnson and seconded by Briana Osterle. Vote taken: Jere Cox- Aye, Bianca Garza-Aye, Briana Osterle-Aye, Rosemary Kunkler-Aye and Jennifer Johnson-Aye. Motion carries unanimously.
- 7.5 **Consideration of Process and Procedure of Hearing Prior to Student Removal:**
Phone conference with legal counsel: Shari Lovett handed out a Q & A created by Lisa Corr, legal counsel from Young, Minney and Corr. The Q & A answered questions that

were previously posed to legal counsel regarding the procedure and process for the involuntary dismissal of a student through the Missed Assignment Policy. At 5pm Shari placed a call into Young, Minney and Corr. Lisa Corr, who was on speaker phone, was asked whether or not an involuntary dismissal was considered an expulsion. Lisa responded that it is not. A discussion took place regarding a process for re-enrolling a student previously involuntarily dismissed. Shari will rewrite the Missed Assignment Policy and the second letter to address re-enrolling and present them to the board at the January meeting. No action taken.

- 7.6 Consideration of Availability of Condoms for Students if Requested:** Shari Lovett reported that a survey regarding a Condom Availability Program was administered to teachers in both schools. In NU-SCS, all respondents responded that they are in favor of a CAP. In NU-HCS, the majority of respondents said they are in favor of a CAP. Shari reported that in Siskiyou, Siskiyou Union High School District has a CAP and the nurse that oversees the program provided lots of information regarding their program. In Humboldt, Northern Humboldt Union High School District has a CAP. Briana Osterle provided data from a meta-analysis study conducted on CAPs. Shari will present a Condom Availability Policy at the January board meeting.

8.0 CURRICULUM AND INSTRUCTION: There were no items.

9.0 FACILITIES: There were no items.

10.0 FUTURE AGENDA PLANNING:

- 10.1** Future agenda items: Board retreat meeting to review agenda organization, bylaws and procedures; Missed Assignment Policy; Condom Availability Policy

11.0 FUTURE BOARD MEETINGS

- 11.1** Future board meetings: Next meeting is on January 17th at 4pm.

12.0 ADJOURNMENT

- 12.1** Jere Cox adjourned the meeting at 6:51pm.

Authorized Board Signature: Brian A. Gay Date: Jan 29