

NORTHERN UNITED CHARTER SCHOOLS

BOARD OF DIRECTORS

REGULAR BOARD MEETING MINUTES

JANUARY 24, 2019

MEMBERS PRESENT: Jere Cox, Briana Osterle and Rosemary Kunkler

MEMBERS ABSENT: Bianca Garza

STAFF PRESENT: Shari Lovett, Kirk Miller, Julie Smith, Rebekah Davis, Miranda Johnston, Tammy Picconi, Lynda Speck, Roxy Kennedy and MaryAnn Lyons Tinsley

GUESTS: There were none

1.0 CALL TO ORDER: Jere Cox called the meeting to order at 4:02pm.

1.1 Pledge of Allegiance:

1.2 Agenda: There were no changes to the agenda. A motion to approve the agenda as posted was made by Briana Osterle and seconded by Rosemary Kunkler. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.

2.0 BUSINESS AND FINANCE

2.1 Financial Report: Tammy Picconi reported that both NU-Humboldt and NU-Siskiyou Charter Schools received the startup grant money. Financial report is in packet.

2.2 Consideration of Approval of IRS Standard Mileage Rate: Shari Lovett explained to the board that this item is an annual item for the board and that the new rate is now \$.58 per mile. A motion to approve the IRS Standard Mileage Rate was made by Rosemary Kunkler and seconded by Briana Osterle. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.

2.3 Consideration of Approval of Phone, Internet and Electric Reimbursement to Lisa West for Happy Camp Location for Utility Costs from Siskiyou Telephone and Pacific Power beginning August 27, 2018 through January 31st, 2019. Shari Lovett explained the reason behind this reimbursement. From August 27th to January 31, Lisa West has been using a personal facility in Happy Camp to meet students three days per week. She has been paying the utilities at the facility though the sole use has been by NU-Siskiyou Charter School enrolled students. Siskiyou County Office of Education requires board approval to process a reimbursement to a teacher for utilities. Effective February 1st, 2019, Lisa will no longer be meeting students at this facility. Motion to approve the reimbursement for Phone, Internet and Electric to Lisa West from August 27, 2018 through January 31, 2019 was made by Rosemary Kunkler and seconded by Briana Osterle. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.

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 from the December 6, 2019 and December 20th, 2019: Rosemary Kunkler pointed out a typo on the December 6 minutes in section 2.2.

3.4 Consideration of Resignation, Hires and Leaves: Shari Lovett reported to the board that this section will now include change of assignment for any staff that changes their assignment in the course of the year. Right now we have two NU-Siskiyou staff members that have increased their duties due to a resignation and leave of absence. Jane Coover will be increasing her FTE from a .7 to a .9. Linda Dillen will be adding .10 FTE of small group instructor hours to her work agreement.

Motion to approve the consent agenda made by Briana Osterle and seconded by Rosemary Kunkler. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.

4.0 PUBLIC COMMENTS: There were no comments.

5.0 COMMUNITY RELATIONS/CORRESPONDENCE

5.1 Times Standard Super Student- Callie Christante: Shari reported that December's super student is Callie Christante. Congratulations Callie. The board also thanked Miranda Johnston for her work in submitting the Super Student each month.

5.2 Letter from CDE Regarding the Public Charter School Grant Program: Shari Lovett reported to the board that both NU-Humboldt and NU-Siskiyou Charter Schools have been approved for the Grant Program. Both schools will receive \$475,000. The grant works on a quarterly reimbursement basis so we will be able to go back and get reimbursed for expenditures that fit into the grant categories that we submitted. We are working now to see if both schools will qualify for an additional \$100,000.

6.0 RECOGNITIONS/ANNOUNCEMENTS\REPORTS

6.1 Board Member Reports:

Briana Osterle: Reported that she has talked to Health Department and they have offered support for the condom availability program.

Rosemary Kunkler: Reported on the Quarter Craze and that the parent turnout was good. There was good parent support. She mentioned the board retreat and was wondering if they were going to wait for the new member to be appointed before it happened or to move forward now.

Jere Cox: Expounded to the board that now that the board terms have been established that with the resignation of Jennifer Johnson it brought to light that a process needs to be in place for the recruitment and appointment of new board members. A board retreat was discussed and Shari will email board members to find a date that works for everyone. Shari also spoke that board workshops were included in the grant expenditures.

- 6.2 Northern United-Siskiyou Charter School:** Kirk Miller Reported to the board that enrollment for NU-Siskiyou Charter School is at 147 students. He reported that they are in the process of choosing students to be highlighted in the Mt. Shasta Herald and Siskiyou Daily News. Kirk reported on the upcoming fieldtrips that are happening starting today the K-8th graders went to the Siskiyou Ice Rink and that on Jan 30th the K-8th graders will be going to the Cascade Theatre to see Black Violin, and on April 4th the K-8th graders will be back at the Cascade Theatre to see Willy Wonka. On Feb 14th the K-5th graders will be going to the Nordic Center Cross Country Ski and that once a month the K-5th graders are participating in Library Day. Kirk updated the board on the LCAP happenings in Siskiyou and that the engagement meetings will be held on February 12th and March 4th. Kirk reported that three students will be going to the County wide Spelling Bee on February 6th. Congratulations to Levi Wood –grade 4, Izabella Riggs- grade 6 and Kayla Alamillo- grade 8. NU-Siskiyou has received the permit for the new signs at the Yreka Center and that the signs have been made. They are waiting for the contractor to schedule a time to hang them. Hopefully that will happen sometime in February.
- 6.3 Northern United-Humboldt Charter School:** Julie Smith reported that teachers and students are getting ready for the end of the semester. Eureka Learning Center will be piloting our first CTE course, The Principles of Health Science. Both Arcata Learning Center and Cutten Learning Center will be participating in the pilot program as well. Julie reported that NU-Humboldt is working closely with HCOE, Alder Grove Charter School and the Court and Community School to pilot a new apprenticeship program that Colorado has recently adopted. Students will be able to apply for apprenticeships and work in the industry they are interested in while going to school. They will be able to graduate with a vocational degree in an interest area. Julie will be going to Colorado in the beginning of February to observe the program. Julie spoke of the Get focused, Stay focused program that Miranda Johnston, Shinn Tamura and herself are piloting at Eureka Learning Center. This program is recognized as a college readiness course in which students set long term goals, learns organizational skills and identify their interests and life goals. The winter testing window is ending and teachers are getting ready for the spring interim testing. Upcoming events that are happening are History Day on February 27th. There is a Fort Ross field trip for the Independent study students and Makers Night planning committee is meeting to be ready when we host Makers Night in March. Cutten Learning Center held their Quarter Craze fundraiser and the proceeds will be used to fund a trip to Ashland to see Shakespeare. The Humboldt Cider Company in Eureka will be hosting Pints for Non Profits on February 26th. The proceeds will go to Eureka Learning Center and be used for educational travel.
- 6.4 Directors Report:** Shari Lovett reported to the board where we are at in the LCAP process. Satisfaction surveys have been sent out to stakeholders and Julie Smith has been attending LCAP meetings at HCOE. The new component to the LCAP is a parent budget spreadsheet where parents will be able to look at and see what we are spending

money on. Amy is working on the LCAP for NU-Siskiyou. Most of the learning centers have already held LCAP meetings and we are receiving a lot of student input. Shari shared the WASC action plan update that Amy Cambou has been working on. Amy has taken the action plan and filled in next to each action how we are meeting that goal. The students in independent study are going on a field trip to Fort Ross. This trip will be funded through the general fund. Shari reported that Kirk Miller and she have been in communication with Siskiyou Office of Education to apply for federal funds. The application process is a two part process. The county office has been very supportive. She has completed the application and if approved would mean that next year we will receive Title I, Title II and Title IV funding. One of the requirements for funding will be setting up a site council at each school. We will be joining the consortium in Siskiyou and Humboldt which is a cooperative of all the districts in each county. Shari reported that the graduation for NU-Humboldt will be on June 8th at College of the Redwoods. 8th grade graduation will be at 12:00pm and the High School graduation will be at 3:00pm. NU-Siskiyou graduation will be the first Sunday in June. Our new school colors are blue and green so we will be buying new staff caps and gowns in Siskiyou. Shari spoke of the food program that all schools will have to participate in and that each learning center will need to install a pass through window and purchase warming boxes for transporting food. The health department is sending a packet to start the process of our centers being in compliance. A discussion was held on which centers would be able to provide their own meals and which ones we would have to seek outside services for. Shari announced that she gave the Mattole Unified School District board notice that she will not be returning next year as their superintendent.


- 6.5 Proclamation for National School Counselor Week:** Jere Cox read the proclamation for National School Counselor week. He recognized the job that counselors do within the school environment. Shari Lovett recognized Miranda Johnston for the good job she does for our schools. She has been a great resource for teachers and students.

7.0 ADMINISTRATION

- 7.1 Student Enrollment and Attendance Report:** Shari Lovett updated the board on enrollment numbers. NU-Humboldt Charter has 422 enrolled and a 96.7% ADA. NU-Siskiyou Charter has an enrollment of 145 and an ADA Rate of 96.4%. These numbers were as of 12/14/2018.
- 7.2 Consideration for Approval of Condom Availability Policy:** Shari Lovett presented the policy to the board. A discussion was held on the pros and cons of adopting this policy. The board asked the staff members present how they felt about this policy. Jere Cox feels that this topic warrants a public hearing and would like to postpone this item until all board members are present and a public hearing is held. A motion to table the consideration for Approval of Condom Availability Policy until the next regular board meeting (Feb 12, 2019) was made by Rosemary Kunkler and seconded by Briana Osterle. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.

- 7.3 Consideration for Approval for Fort Ross Field Trip:** Shari Lovett explained that all out of county field trips need board approval. Rosemary Kunkler complimented the itinerary and work that was put into the request. A motion to approve the Fort Ross Field Trip was made Rosemary Kunkler and seconded by Briana Osterle. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.
- 7.4 Consideration for Approval of College Tour Field Trip:** A motion to approve the College Tour Field Trip was made by Briana Osterle and seconded by Rosemary Kunkler. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.
- 7.5 Consideration for Approval of Cascade Theatre Field Trip:** A motion was made to approve the Cascade Theatre Field Trip by Rosemary Kunkler and seconded by Briana Osterle. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.
- 7.6 Consideration for Approval of Missed Assignment Policy:** Shari Lovett explained where we are in establishing policy\procedure for re-enrolling once a student is in the truancy process. Rosemary Kunkler pointed out typos in the policy. A motion to approve the Missed Assignment Policy with corrections was made by Briana Osterle and seconded by Rosemary Kunkler. Vote taken: Briana Osterle-Aye, Rosemary Kunkler-Aye, and Jere Cox –Aye. Motion Carries.
- 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:** Update on the meal program, Board Retreat, Co Op Agreement
- 11.0 FUTURE BOARD MEETINGS**
- 11.1 Future Board Meetings:** Next meeting is February 12, 2019 at 4pm.
- 12.0 ADJOURNMENT:** Jere Cox adjourned the meeting at 6:32pm.

OFFICIAL BOARD SIGNATURE

 DATE Feb 27, 2019

Respectfully submitted by Lynda Speck