

NUCS Board Meeting Informational Packet



October 21, 2019

NUCS Board Meeting 10/21/19 9:00am

Agenda Item 1.

CALL TO ORDER/AGENDA

Subject:

1.1 Pledge of Allegiance

1.2 Agenda: Items to be removed from the agenda or changes to the agenda will be made at this time.

Action Requested:

1.1 None

1.2 Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

1.2 A trustee, administrator or a member of the public may request that an item be removed from the agenda or the order of the agenda be changed at the pleasure of the Board.

Agenda items may be added to the agenda if an "emergency situation" exists or "immediate action" is needed.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Jere Cox

Agenda Item 2.

CONSENT AGENDA

A trustee can have an item removed from the Consent Agenda and given individual consideration for action as a regular agenda item. An administrator or a member of the public may request that an item be removed from the Consent Agenda and given individual consideration for action as a regular agenda item at the pleasure of the Board.

Subject:

2.1 Consideration of Approval of Warrants & Payroll for NU-Humboldt Charter School

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

This is a monthly process. The warrants and payroll totals are inspected and clarification is given if needed. See attached.

Fiscal Implications:

Warrants: NU-Humboldt Charter School - \$119,658.62

Payroll: NU-Humboldt Charter School - \$97,360.38

Contact Person/s: Shari Lovett, Tammy Picconi

Production Run: 435

75 Northern United Humboldt

Pay Cycle: 09 Cycle Type: R
Pay Cal: CEMEND, CLMEND

Fiscal Year: 2020

HUMBOLDT COUNTY OFFICE OF EDUCATION
Employee Payroll Earnings Final

Payroll Totals - District 75
Total Employees Paid 71 First Time Paid Employees

Receiving Warrants	31	DNP Payout only	8	STRS P/U	23.0	B/O	0.0	REG	0.0	RET	1
EFT Payments	40	EFT/Prenote Restriction	0	PERS P/U	14.0	B/O	0.0	REG	0.0	RET	0
		EFT/Prenote (Receiving Warrant)	4	NWP/U	13.0	B/O	0.0	REG	0.0	RET	0
			2	Non-Mem	9.0	B/O	0.0	REG	0.0	RET	0
					12.0	ARS	0.0	REG	0.0	RET	0

Salary Totals	Position	Longevity	Shift	Oth Base	Tot Base	Non-Base	GROSS
	224,263.33	0.00	0.00	0.00	224,263.33	38,493.24	262,756.57

Totals By P/ty	P	POSITION- MAGIC	216,063.33	PA	POSITION ADJ	0.00	PD	0.00	POSITION DOCK	0.00
	PR	POSITION- RETRO	0.00	PX	GENERATED ADJ	8,200.00	PY	0.00	GENERATED ADJ 2	0.00
	PZ	GENERATED ADJ 3	0.00	PT	GENERATED ADJ 4	0.00	PU	0.00	GENERATED ADJ 5	0.00
	PV	GENERATED ADJ 6	0.00	PK	POSITION DOCK %	0.00	O	0.00	OTHER BASE EARN	0.00
	OA	OTHER BASE ADJ	0.00	OD	OTHER BASE DOCK	0.00	M	0.00	MANUAL PAY LINE	38,493.24
	MD	MANUAL DOCK	0.00	R	RATE PAY LINE	0.00	C	0.00	CASH INLIEU	0.00
	CA	CASH INLIEU ADJ	0.00							

Totals By Earn Type	ADD1	ADD EARN/PERS-STRS C	0.00	DNP	DNP	**DO NOT	0.00	LONG	LONGEVITY - PAID MON	0.00
	MAST	MASTER STIPEND	0.00	NML	NORMAL PAY	259,206.57	NML9	FULL TIME IN ANOTHER	0.00	0.00
	NMLF	FURLOUGH DAYS DOCK	0.00	STP1	STIPEND/PERS & STRS	0.00	STP2	STIPEND/PERS & STRS	3,550.00	0.00
	STP3	STIPEND/PERS-NO/STRS	0.00	SUB	SUBSTITUTE	0.00	VACP	VACATION PAYOFF-LUMP	0.00	0.00
	VACT	VACATION PAYOFF - TE	0.00							

Total Hours 1,837.2000 Total Days 0.0000

Employee Deductions	T403B	0.00	STRS GR	178,985.90	FICA GR	74,587.19	FIT	15,721.67	HWDED	21,210.10	SUBJ DNP	68,080.31
	T457B	0.00	STRS	18,539.65	FICA	4,624.39	AFIT	650.00	VOL DED	0.00	DNP IN	11,346.74
	S125	1,034.49	PERS GR	64,307.15	MEDI GR	261,722.08	SIT	5,717.04	INV DED	0.00	DNP OUT	0.00
	NIX GR	0.00	PERS	4,501.50	MEDI	3,795.03	ASIT	550.00	R403B	0.00	DNP PROJ	11,346.74
	NIX RET	23,041.15	ARS GR	0.00	S/B	0.00	EIC	0.00	SDI GR	0.00	DNP YTD	11,346.74
	FIT GR	238,680.93	SIT GR	238,680.93	ARS	0.00	HSA	0.00	SDI	0.00	NET PAY	175,065.96

Employer Costs	STRS	30,974.35	PERS	12,682.05	PERS B/O	0.00	ARS	42,484.08	SUI GR	261,722.08	WC GR	4,624.39	MEDI	3,795.03	HSA	0.00
	WC	2,669.58	SUI	130.90	HW	42,484.08	SUI GR	261,722.08	WC GR	4,624.39	MEDI	3,795.03	HSA	0.00	TOTAL	97,360.38

Alan - A

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL

Report Cover Sheet

General Settings

Report Name
Printed
District
Logon
Fiscal Year

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
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Options

Report Type

Postlist

Filters

Production Run
District

438
75

Production Run ID: 438
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/30/2019 / EFTs Dated:
Transmittal: 20000022-0 AUDIT - APRIL A/P 9/27/19

Fiscal Year: 2020

Warrant	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
079816	030184-01	DELTA EDUCATION	PV200304-001	1	62	-1100-0-1110-1000-4310-036-0000							202501684220	72.35
													Warrant Amount	72.35
079817	030128-01	FOLLETT SCHOOL SOLUTIONS INC	PV200292-001	1	62	-1100-0-1110-1000-4310-036-0000							2438854A	5.57
													Warrant Amount	5.57
079818	030249-01	GOLD NUGGET PRINTING	PV200301-001	1	62	-0000-0-1192-2700-5805-000-0000							45674	1,476.16
													Warrant Amount	1,476.16
079819	030156-01	HOUGHTON MIFFLIN HARCOURT PUB	PV200295-001	1	62	-4610-0-1110-1000-4310-010-0000							954562330	1,456.13
													954563242	1,105.08
													954556414	416.38
													954569610	4,375.02
													954581040	73.28
													Warrant Amount	7,425.89
079820	030185-01	LAKESHORE	PV200294-001	1	62	-0000-0-1110-1000-4310-000-0000							1471960919	510.89
													Warrant Amount	510.89
079821	030143-01	NCS PEARSON INC	PV200305-001	1	62	-6500-0-5770-1120-4310-000-0000							6854121	812.80
													Warrant Amount	812.80
079822	030248-01	OAK MEADOW INC	PV200300-001	1	62	-1100-0-1110-1000-4310-036-0000							96851	3,085.00
													Warrant Amount	3,085.00
079823	030247-01	RIVERSIDE INSIGHTS	PV200293-001	1	62	-4610-0-1110-1000-4310-000-0000							008770	425.79
													Warrant Amount	425.79
079824	030208-01	SCHOOL SPECIALTY	PV200302-001	1	62	-6300-0-1110-1000-4110-000-0000							202501684137	204.14
													202501683830	204.14
													Warrant Amount	408.28
079825	030096-01	STAPLES ADVANTAGE	PV200306-001	1	62	-4610-0-1110-1000-4351-000-0000							3424827459, 3424	344.78
													3424827459, 3424	520.16
													3424827460, 3424	70.17
													3424827460, 3424	48.10
													3424751404	30.53
													3424751406	28.70
													3424751408	105.60
													3424751409	158.45

Production Run ID: 438
 75 Northern United Humboldt

Warrant Vendor Vendor Name
 (Continued...)

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
 Warrants Dated: 09/30/2019 / EFTs Dated:

Transmittal: 20000022-0 AUDIT - APRIL A/P 9/27/19

Fiscal Year: 2020

Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
PV200312-001	1	62	-0000-0-1110-2700-4351-000-0000							3424751414	27.49
PV200313-001	1	62	-0000-0-1110-1000-4310-070-0000							3424910263, 342	38.10
	2	62	-0000-0-1110-1000-4310-070-0000							3424910263, 342	10.67
	3	62	-0000-0-1110-1000-4310-070-0000							3424910263, 342	180.30
PV200314-001	1	62	-0000-0-1110-1000-4310-036-0000							3424910264, 3424	164.45
	2	62	-0000-0-1110-1000-4310-036-0000							3424910264, 3424	23.48
PV200315-001	1	62	-4610-0-1110-1000-4351-060-0000							3424910267	99.38
Warrant Amount											
Warrant Totals:											
										Warrant Count:	10
										Total	16,073.09
										Fund 62 Total	16,073.09
Transmittal Total:											
										Warrant/EFT Count:	10
										Total	16,073.09
										Fund 62 Total	16,073.09
District Totals:											
										Warrant/EFT Count:	10
										Grand Total	16,073.09
										Fund 62 Total	16,073.09

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL

Report Cover Sheet

General Settings

Report Name
Printed
District
Logon
Fiscal Year

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
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Options

Report Type

PostList

Filters

Production Run
District

436
75

Production Run ID: 436
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/26/2019 / EFT's Dated:

Transmittal: 20000021-0 AUDIT - APRIL A/P 9/25/19

Fiscal Year: 2020

Warrant	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
079257	030004-01	AMBROSINI, DENNIS	PV200284-001	1	62-0000-0-1195-8700-5612-060-0000								OCTOBER 2019 REN Warrant Amount	2,500.00 2,500.00
079258	030244-01	AMBROSINI, LISA	PV200264-001	1	62-4610-0-1110-1000-4310-060-0000								REIMBURSE MAT/SU Warrant Amount	2,586.91 2,586.91
079259	030039-01	APEX LEARNING	PV200277-001	1	62-1100-0-1110-1000-5800-050-0000								SOINV00120240	200.00
			PV200278-001	2	62-1100-0-1110-1000-5800-030-0000								SOINV00120240	100.00
				1	62-4610-0-1110-1000-5800-000-0000								SOINV001120357 Warrant Amount	560.00 860.00
079260	030182-01	ARCATA POLICE DEPARTMENT	PV200273-001	1	62-0000-0-1193-8100-5800-050-0000								A8221 Warrant Amount	20.00 20.00
079261	030091-01	AT&T	PV200280-001	1	62-0000-0-1110-2700-5909-000-0000								861949337 Warrant Amount	9.12 9.12
079262	030245-01	BMI EDUCATIONAL SERVICES	PV200267-001	1	62-1100-0-1110-1000-4310-030-0000								664395 Warrant Amount	494.66 494.66
079263	030005-01	CAMPTON PLAZA	PV200285-001	1	62-0000-0-1195-8700-5612-000-0000								OCTOBER 2019 REN Warrant Amount	4,838.00 4,838.00
079264	030118-01	CDW GOVERNMENT	PV200275-001	1	62-4610-0-1110-2700-4453-030-0000								TTR880 Warrant Amount	369.27 369.27
079265	030006-01	CUTTEN COMMUNITY CHURCH	PV200286-001	1	62-0000-0-1195-8700-5612-030-0000								OCTOBER 2019 REN Warrant Amount	4,000.00 4,000.00
079266	030008-01	DAGGETT, PETER JAY	PV200287-001	1	62-0000-0-1195-8700-5612-050-0000								OCTOBER 2019 REN Warrant Amount	3,500.00 3,500.00
079267	030128-01	FOLLETT SCHOOL SOLUTIONS INC	PV200259-001	1	62-1100-0-1110-1000-4310-036-0000								2439141A Warrant Amount	98.31 98.31
079268	030113-01	GARZA, BIANCA	PV200260-001	1	62-0000-0-0000-7200-5201-000-0000								BOARD MEMBER MIL Warrant Amount	111.36 111.36
079269	030061-01	GREAT AMERICAN FINANCIAL SERV	PV200283-001	1	62-0000-0-1192-2700-5637-000-0000								INV 25493919	243.92
				2	62-0000-0-1110-2700-5637-000-0000								INV 25493919	243.91

Production Run ID: 436
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/26/2019 / EFTs Dated:

Transmittal: 20000021-0 AUDIT - APRIL A/P 9/25/19

Fiscal Year: 2020

Warrant (Continued...)	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
079270	030007-01	HADLEY FAMILY TRUST	PV200288-001	1	62-0000-0-1195-8700-5612-000-0000								Warrant Amount OCTOBER 2019 REN	487.83 400.00
079271	030240-01	HARMON, SHANE	PV200261-001	1	62-0000-0-1110-1000-5800-000-0000								Warrant Amount REIMBURSE LIFE GU	400.00 350.00
079272	030243-01	HI SF FISHERMAN'S WHARF	PV200257-001	1	62-0000-0-1110-1000-5801-000-0000								Warrant Amount CONF 14022451	350.00 2,785.00
079273	030002-01	KATZ, DAVID	PV200289-001	1	62-0000-0-1195-8700-5612-070-0000								Warrant Amount OCTOBER 2019 REN	2,785.00 950.00
079274	030129-01	LEARNING WITHOUT TEARS	PV200258-001	1	62-1100-0-1110-1000-4310-080-0000								Warrant Amount	950.00 761.06
079275	030026-01	P G & E	PV200272-001	1	62-0000-0-1193-8100-5520-000-0000								Warrant Amount ACCT 5685337056-	761.06 534.13
079276	030100-01	RAINBOW RESOURCE CENTER	PV200265-001 PV200266-001	1 1	62-1100-0-1110-1000-4310-070-0000 62-1100-0-1110-1000-4310-070-0000								Warrant Amount 2765409 2765427	534.13 665.98 525.41
079277	030064-01	RAY MORGAN COMPANY	PV200281-001	1	62-0000-0-1192-2700-5800-000-0000								Warrant Amount INV 2670806	1,191.39 574.91
079278	030191-01	SCHOLASTIC	PV200268-001 PV200269-001	1 1	62-0000-0-1110-1000-4310-036-0000 62-0000-0-1110-1000-4310-036-0000								Warrant Amount M6763384 2 M6763381 8	574.91 269.17 111.22
079279	030035-01	SCHOOL PATHWAYS LLC	PV200274-001	1	62-0000-0-1110-1000-5800-000-0000								Warrant Amount 62393	380.39 2,407.97
079280	030015-01	SUDDENLINK	PV200282-001	1	62-0000-0-1110-2700-5922-040-0000								Warrant Amount ACCT 722639001 ACCT 722639001 ACCT 722639001 ACCT 722639001 ACCT 722639001	2,407.97 494.01 504.00 494.00 493.51
				4	62-0000-0-1192-2700-5922-000-0000								Warrant Amount	1,985.52

Production Run ID: 436
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/26/2019 / EFTs Dated:

Transmittal: 20000021-0 AUDIT - APRIL A/P 9/25/19

Fiscal Year: 2020

Warrant (Continued...)	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount		
079281	030149-01	THE UNIVERSITY CENTER	PV200276-001	1	62	-0000-0-1110-1000-5801-030-5000							ORDER 129000 Warrant Amount	1,650.00 1,650.00		
079282	030238-01	THOMPSON, SARIA	PV200262-001 PV200263-001	1	62	-4610-0-1110-1000-4310-060-0000 -0000-0-0000-3700-4710-000-0000							REIMBURSE MAT/SU REIMBURSE BREAKF Warrant Amount	379.28 13.99 393.27		
079283	030246-01	TOWN & COUNTRY REFRIGERATION	PV200279-001	1	62	-0000-0-0000-3700-4400-000-0000							41342 Warrant Amount	4,484.03 4,484.03		
079284	030068-01	WDHTSD	PV200270-001 PV200271-001	1	62	-0000-0-1110-1000-5800-036-0000 -0000-0-1110-1000-5800-033-0000							EVIE DOWD SEPT 2 TRAVIS BERTAIN S Warrant Amount	50.00 100.00 150.00		
079285	030012-01	YUROK TRIBE	PV200290-001 PV200291-001	1	62	-0000-0-1195-8700-5612-040-0000 -0000-0-1195-8700-5612-040-0000							OCTOBER 2019 CAM OCTOBER 2019 REN Warrant Amount	400.00 3,500.00 3,900.00		
Warrant Totals:													Warrant Count:	29	Total	42,773.13
Transmittal Total:													Warrant/EFT Count:	29	Total	42,773.13
District Totals:													Warrant/EFT Count:	29	Grand Total	42,773.13
															Fund 62 Total	42,773.13

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL

Report Cover Sheet

General Settings

Report Name
Printed
District
Logon
Fiscal Year

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
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Options

Report Type

PostList

Filters

Production Run
District

433
75

Production Run ID: 433
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/23/2019 / EFTs Dated:

Transmittal: 20000019-0 AUDIT - APRIL A/P 9/20/19

Fiscal Year: 2020

Warrant	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
078823	030025-01	DAVIS-RYBECK, REBEKAH	PV200253-001	1	62	-0000-0-1110-1000-4310-000-0000							EMPLOYEE REIMBUR	964.74
			PV200254-001	1	62	-0000-0-1110-1000-5201-000-0000							AVID MILEAGE REI	336.40
													Warrant Amount	1,301.14
078824	030063-01	LOVETT, SHARI	PV200252-001	1	62	-0000-0-0000-7200-5207-000-0000							EMPLOYEE REIMBUR	295.00
													Warrant Amount	295.00

Warrant	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount	
078825	030100-01	RAINBOW RESOURCE CENTER	PV200238-001	1	62	-1100-0-1110-1000-4310-033-0000								2763002	
			PV200239-001	1	62	-0000-0-1110-1000-4310-000-0000								2762992	
			PV200240-001	1	62	-0000-0-1110-1000-4310-000-0000								2761078	
			PV200241-001	1	62	-0000-0-1110-1000-4310-000-0000								2760272	
			PV200242-001	1	62	-0000-0-1110-1000-4310-036-0000								2760265	
			PV200243-001	1	62	-6300-0-1110-1000-4110-033-0000								2759424	
			PV200244-001	1	62	-1100-0-1110-1000-4110-033-0000								2759403	
			PV200245-001	1	62	-1100-0-1110-1000-4110-033-0000								2759395	
			PV200246-001	1	62	-1100-0-1110-1000-4310-036-0000								2759380	
			PV200247-001	1	62	-1100-0-1110-1000-4310-036-0000								2758437	
			PV200248-001	1	62	-0000-0-1110-1000-4110-033-0000								2758080	
			PV200249-001	1	62	-0000-0-1110-1000-4310-000-0000								2756305	
			PV200250-001	1	62	-0000-0-1110-1000-4310-000-0000								2756303	
			PV200251-001	1	62	-0000-0-1110-1000-4310-000-0000								2756301	
														Warrant Amount	9,606.34
078826	030242-01	RIVERA, JOHN	PV200255-001	1	62	-0001-0-1500-1000-5809-000-0000							PARENT MILEAGE R	132.93	
													Warrant Amount	132.93	

Warrant Totals:	Warrant Count:	4	Total	11,335.41
Transmittal Total:	Warrant/EFT Count:	4	Fund 62 Total	11,335.41
District Totals:	Warrant/EFT Count:	4	Grand Total	11,335.41
			Fund 62 Total	11,335.41

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL

Report Cover Sheet

General Settings

Report Name
Printed
District
Logon
Fiscal Year

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
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Options

Report Type

Postlist

Filters

Production Run
District

432
75

Production Run ID: 432
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/19/2019 / EFTs Dated:

Transmittal: 20000018-0 AUDIT - APRIL A/P 9/18/2019

Fiscal Year: 2020

Warrant	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
078595	030241-01	CLEAN-OUT CREW	PV200237-001	1	62	-0000-0-1193	-8100	-5800	-000	-0000			INVOICE FOR RECO	550.00
													Warrant Amount	550.00
078596	030240-01	HARMON, SHANE	PV200235-001	1	62	-0000-0-1110	-1000	-5201	-033	-0000			MILEAGE REIMBURS	535.92
													Warrant Amount	535.92
078597	030088-01	HAVENS, MARY	PV200230-001	1	62	-0000-0-1110	-1000	-4310	-050	-0000			EMPLOYEE REIMBUR	102.29
													Warrant Amount	102.29
078598	030215-01	KERR, WENDY	PV200236-001	1	62	-4610-0-1110	-1000	-5209	-000	-0000			EMPLOYEE REIMBUR	491.88
				2	62	-4610-0-1110	-1000	-5207	-000	-0000			EMPLOYEE REIMBUR	105.00
													Warrant Amount	596.88
078599	030087-01	SCHARLACK, HEATHER	PV200229-001	1	62	-1100-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	123.69
				2	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	20.15
				3	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	11.86
				4	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	7.99
				5	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	18.38
				6	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	396.18
				7	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	352.14
				8	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	87.68
				9	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	413.09
				10	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	86.88
				11	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	460.85
				12	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	53.99
				13	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	30.26
				14	62	-4610-0-1110	-1000	-4310	-070	-0000			EMPLOYEE REIMBUR	15.58
													Warrant Amount	2,078.72
078600	030047-01	SPECK, LYNDA	PV200231-001	1	62	-5310-0-0000	-3700	-4364	-000	-0000			EMPLOYEE REIMBUR	20.00
													Warrant Amount	20.00
078601	030238-01	THOMPSON, SARA	PV200232-001	1	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	16.14
				2	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	269.95
				3	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	325.78
				4	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	379.63
				5	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	10.76
				6	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	107.74
				7	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	1,027.92
				8	62	-4610-0-1110	-1000	-4310	-060	-0000			EMPLOYEE REIMBUR	103.32

Production Run ID: 432
 75 Northern United Humboldt

Warrant Vendor Vendor Name
 (Continued...)

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
 Warrants Dated: 09/19/2019 / EFTs Dated:

Transmittal: 20000018-0 AUDIT - APRIL A/P 9/18/2019

Fiscal Year: 2020

Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
PV200233-001	9	62-4610-0-1	1110-1	1000-4310-060-0000						EMPLOYEE REIMBUR	77.49
	1	62-4610-0-1	1110-1	1000-4310-060-0000						EMPLOYEE REIMBUR	128.71
PV200234-001	1	62-4610-0-1	1110-1	1000-4310-060-0000						EMPLOYEE REIMBUR	574.31
										Warrant Amount	3,021.75
Warrant Totals:										Warrant Count:	7
Transmittal Total:										Warrant/EFT Count:	7
District Totals:										Warrant/EFT Count:	7
										Grand Total	6,905.56
										Fund 62 Total	6,905.56

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL

Report Cover Sheet

General Settings

Report Name
Printed
District
Logon
Fiscal Year

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
9/16/2019 3:06:35 PM
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2020

Options

Report Type

PostList

Filters

Production Run
District

431
75

Production Run ID: 431
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/16/2019 / EFT's Dated:

Transmittal: 20000017-0 AUDIT - APRIL A/P 9/13/19

Fiscal Year: 2020

Warrant	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
078227	030102-01	ALICE TRAINING INSTITUTE LLC	PV200217-001	1	62-0000-0-1192-2700-5207-000-0000								45685	2,001.50
													Warrant Amount	2,001.50
078228	030089-01	BLICK ART MATERIALS	PV200223-001	1	62-0000-0-1110-1000-4310-020-0000								2151279	286.24
			PV200224-001	1	62-0000-0-1110-1000-4310-020-0000								2151931	332.18
			PV200225-001	1	62-0000-0-1110-1000-4310-020-0000								2151016	68.24
													Warrant Amount	686.66
078229	030118-01	CDW GOVERNMENT	PV200218-001	1	62-4610-0-1110-2700-4453-000-0000								TCV/5866	754.25
			PV200228-001	1	62-4610-0-1110-2700-4453-000-0000								INV TVJ923	808.13
													Warrant Amount	1,562.38
078230	030048-01	DEPARTMENT OF JUSTICE	PV200226-001	1	62-0000-0-1110-2700-5861-000-0000								404939	324.00
													Warrant Amount	324.00
078231	030145-01	EUREKA OXYGEN CO	PV200220-001	1	62-0000-0-1193-8100-5800-000-0000								455308	69.00
													Warrant Amount	69.00
078232	030196-01	HTA	PV200208-001	1	62-0001-0-1500-1000-5261-000-0000								6521	3,000.00
													Warrant Amount	3,000.00
078233	030203-01	MCGRAW HILL	PV200216-001	1	62-4610-0-1110-1000-4110-050-0000								109041318001	1,243.78
													Warrant Amount	1,243.78
078234	030098-01	NORTH HUMBOLDT REC & PARK DIST	PV200202-001	1	62-0000-0-1110-1000-5800-036-0000								UC015491	210.00
													Warrant Amount	210.00
078235	030166-01	PITNEY BOWES GLOBAL	PV200209-001	1	62-0000-0-1110-2700-5950-000-0000								ACCT 80009090006	5,026.79
													Warrant Amount	5,026.79
078236	030100-01	RAINBOW RESOURCE CENTER	PV200210-001	1	62-0000-0-1110-1000-4310-034-0000								2755306	432.08
			PV200211-001	1	62-0000-0-1110-1000-4310-034-0000								2755303	359.85
			PV200212-001	1	62-1100-0-1110-1000-4310-034-0000								2755283	32.47
			PV200213-001	1	62-1100-0-1110-1000-4310-034-0000								2755281	371.51
			PV200214-001	1	62-0000-0-1110-1000-4310-036-0000								2753984	188.23
			PV200215-001	1	62-1100-0-1110-1000-4310-036-0000								2753972	169.08
				2	62-6300-0-1110-1000-4110-036-0000								2753972	48.17
													Warrant Amount	1,601.39
078237	030038-01	RENAISSANCE INTERNET	PV200219-001	1	62-0000-0-1110-2420-5922-000-0000								BILLING FOR 9/20	42.95

Production Run ID: 431
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/16/2019 / EFTs Dated:

Transmittal: 20000017-0 AUDIT - APRIL A/P 9/13/19

Fiscal Year: 2020

Warrant (Continued...)	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
078238	030191-01	SCHOLASTIC	PV200227-001	1	62-4610-0-	1110-1000-4310-040-0000							Warrant Amount	42.95
													19455625	656.90
078239	030204-01	SCHOOL OUTFITTERS	PV200203-001	1	62-0000-0-	1110-1000-4310-040-0000							Warrant Amount	656.90
													INV13232456	269.82
078240	030210-01	SMARTSIGN	PV200222-001	1	62-4610-0-	1193-8100-5800-000-0000							Warrant Amount	269.82
													ORDER XMT-62058	1,426.65
078241	030096-01	STAPLES ADVANTAGE	PV200221-001	1	62-0000-0-	1110-1000-4351-036-0000							Warrant Amount	1,426.65
													3422679224	59.76
													Warrant Amount	59.76
078242	030224-01	STUDIES WEEKLY	PV200206-001	1	62-1100-0-	1110-1000-4310-030-0000							Warrant Amount	164.86
													274685	164.86
078243	030225-01	TCI BRINGS LEARNING ALIVE	PV200204-001	1	62-4610-0-	1110-1000-4312-030-0000							Warrant Amount	164.86
													INV58356	459.19
													Warrant Amount	459.19
078244	030171-01	VISUAL CONCEPTS	PV200205-001	1	62-0000-0-	1192-2700-5800-000-0000							Warrant Amount	822.80
													47042	822.80
													Warrant Amount	822.80

Warrant Totals:	Warrant Count:	18	Total	19,628.43
			Fund 62 Total	19,628.43
Transmittal Total:	Warrant/EFT Count:	18	Total	19,628.43
			Fund 62 Total	19,628.43
District Totals:	Warrant/EFT Count:	18	Grand Total	19,628.43
			Fund 62 Total	19,628.43

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL

Report Cover Sheet

General Settings

Report Name
Printed
District
Logon
Fiscal Year

ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
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Options

Report Type

Postlist

Filters

Production Run
District

430
75

Production Run ID: 430
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/12/2019 / EFTs Dated:
Transmittal: 20000016-0 AUDIT - APRIL A/P 9/11/19

Fiscal Year: 2020

Warrant	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
077737	030205-01	ALL ABOUT LEARNING PRESS INC	PV200195-001	1	62-4610-0-1110-1000-4310-000-0000								900820 Warrant Amount	3,619.90 3,619.90
077738	030189-01	BAKER, MARIAN	PV200181-001	1	62-0000-0-1110-1000-5800-036-0000								3 Warrant Amount	570.00 570.00
077739	030089-01	BLICK ART MATERIALS	PV200197-001 PV200198-001	1	62-0000-0-1110-1000-4310-034-0000								2121096 2121743 Warrant Amount	228.25 237.25 465.50
077740	030162-01	CENGAGE LEARNING	PV200177-001 PV200178-001	1	62-1100-0-1110-1000-4310-030-0000								67937617 67937519 Warrant Amount	954.80 731.62 1,686.42
077741	030049-01	DAISY FRESH	PV200200-001	1	62-0000-0-1192-8100-5800-000-0000								19539, 19540 19539, 19540 Warrant Amount	300.00 400.00 700.00
077742	030222-01	DAVID L MOONIE & CO LLLP	PV200180-001	1	62-0000-0-0000-7200-5822-000-0000								SECOND PROGRESS Warrant Amount	2,600.00 2,600.00
077743	030239-01	FLAGHOUSE INC	PV200196-001	1	62-4610-0-1110-1000-4310-080-0000								INV P08316780102 INV P08316780102 Warrant Amount	696.56 77.93 774.49
077744	030158-01	FLIPS FOR KIDS GYMNASTICS	PV200192-001 PV200193-001 PV200194-001	1	62-0000-0-1110-1000-5800-070-0000								306 304 305 Warrant Amount	185.30 185.30 185.30 555.90
077745	030046-01	FRONTIER COMMUNICATIONS	PV200182-001	1	62-0000-0-1192-2700-5909-070-0000								ACCT 70792395320 Warrant Amount	197.98 197.98
077746	030236-01	HYATT PLACE	PV200171-001	1	62-0000-0-0000-7200-5209-000-0000								ACCOM FOR S LOVE Warrant Amount	108.09 108.09
077747	030075-01	JIVE COMMUNICATIONS	PV200185-001	1	62-0000-0-1110-2700-5909-000-0000								INV IN6000378693 Warrant Amount	290.08 290.08
077748	030214-01	LYONS-TINSLEY, TOMIRE	PV200186-001	1	62-6500-0-5770-1120-5201-000-0000								EMPLOYEE MILEAGE	84.68

Production Run ID: 430
75 Northern United Humboldt

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
Warrants Dated: 09/12/2019 / EFTs Dated:

Transmittal: 20000016-0 AUDIT - APRIL A/P 9/11/19

Fiscal Year: 2020

Warrant (Continued...)	Vendor	Vendor Name	Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
077749	030147-01	PHOENIX CERAMIC & FIRE SUPPLY	PV200175-001	1	62	-1100-0-1110-1000-4310-050-0000							Warrant Amount 2448	84.68
077750	030044-01	RECOLOGY HUMBOLDT COUNTY	PV200183-001	1	62	-0000-0-1193-8100-5560-040-0000							Warrant Amount ACCT 030777177	89.51
077751	030117-01	RENNER PETROLEUM	PV200184-001	1	62	-0001-0-1500-1000-4364-000-0000							Warrant Amount INV 780334	111.73
077752	030204-01	SCHOOL OUTFITTERS	PV200176-001	1	62	-4610-0-1110-1000-4351-030-0000							Warrant Amount 13218952	111.73
077753	030035-01	SCHOOL PATHWAYS LLC	PV200201-001	1	62	-0000-0-1110-1000-5800-000-0000							Warrant Amount INV 62252, 62001	92.01
				2	62	-0000-0-1110-1000-5800-000-0000							Warrant Amount INV 62252, 62001	1,403.99
				3	62	-0000-0-1110-1000-5800-000-0000							Warrant Amount	628.00
077754	030155-01	SKETCHORSCHOOLS PUBLISH INC	PV200199-001	1	62	-0000-0-1110-1000-4310-020-0000							Warrant Amount 19-10479	972.00
077755	030096-01	STAPLES ADVANTAGE	PV200188-001	1	62	-0000-0-1192-2700-4351-000-0000							Warrant Amount 3423418176	1,403.60
			PV200189-001	1	62	-0000-0-1110-1000-4351-050-0000							Warrant Amount 342348175	3,003.60
			PV200190-001	1	62	-0000-0-1110-1000-4351-020-0000							Warrant Amount 3423418178	137.04
			PV200191-001	1	62	-0000-0-1110-1000-4351-000-0000							Warrant Amount 3423418180	42.05
077756	030110-01	STATE OF CALIFORNIA EDD	PV200187-001	1	62	-0999-0-0000-0000-9540-000							Warrant Amount QUARTERLY, YEAR	58.86
													Warrant Amount	406.69
077757	030238-01	THOMPSON, SARA	PV200173-001	1	62	-1100-0-1110-1000-4310-060-0000							Warrant Amount REIMBURSE FOR MA	386.71
			PV200174-001	1	62	-1100-0-1110-1000-4310-060-0000							Warrant Amount REIMBURSEMENT FO	386.71
													Warrant Amount	109.84
077758	030237-01	WALSTON, MICHAELA	PV200172-001	1	62	-5310-0-0000-3700-4710-000-0000							Warrant Amount REIMBURSEMENT FO	301.43
077759	030078-01	YM&C LAW OFFICES	PV200179-001	1	62	-0000-0-0000-0000-5800-000-0000							Warrant Amount INV 61662, 61285	411.27
													Warrant Amount	144.48
													Warrant Amount	144.48

Production Run ID: 430
 75 Northern United Humboldt

Warrant Vendor Vendor Name
 (Continued...)

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - DISTRICT WARRANT/EFT REGISTER DETAIL
 Warrants Dated: 09/12/2019 / EFTs Dated:

Transmittal: 20000016-0 AUDIT - APRIL A/P 9/11/19

Fiscal Year: 2020

Reference	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
	2	62	-0000-0-0000-0000-5800-000-0000							INV 61662, 61285	1,500.50
	3	62	-0000-0-0000-0000-5800-000-0000							INV 61662, 61285	2,882.00
										Warrant Amount	5,142.00
										Warrant Totals:	23
										Warrant Count:	23
										Transmittal Total:	23
										Warrant/EFT Count:	23
										District Totals:	23
										Warrant/EFT Count:	23
										Grand Total	22,943.00
										Fund 62 Total	22,943.00

Agenda Item 2.

CONSENT AGENDA

A trustee can have an item removed from the Consent Agenda and given individual consideration for action as a regular agenda item. An administrator or a member of the public may request that an item be removed from the Consent Agenda and given individual consideration for action as a regular agenda item at the pleasure of the Board.

Subject:

2.2 Approval of Warrants and Payroll for NU-Siskiyou Charter School

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

This is a monthly process. The warrants and payroll totals are inspected and clarification is given if needed. See attached.

Fiscal Implications:

Warrants: NU-Siskiyou Charter School - \$189,691.16

Payroll: NU-Siskiyou Charter School - \$64,148.34

Contact Person/s: Shari Lovett, Tammy Picconi, Kirk Miller

PAYROLL PRELIST AUDIT TOTALS FOR DISTRICT

EMPLOYEE COUNTS

RECEIVING WARRANTS	24	GETTING PAID FIRST TIME	0
APD TO CU	0	TERMINATED GETTING PAID	0
APD TO CHECKING	0	STARTING APD CHECKING NEXT MONTH	0
APD TO SAVINGS	0	STARTING APD SAVINGS NEXT MONTH	0
-----		GETTING PAID BALANCE OF CONTRACT	0
TOTAL GETTING PAID	24		

PAYROLL TOTALS

SALARY GROSS		DAILY GROSS		HOURLY GROSS		HOURLY AND DAILY GROSS		TOTAL GROSS	
NML	27,854.59	NML	860.01	NML	7,970.39	NML	8,830.40	NML	36,684.99
ADJ	-1,111.60	ADJ	0.00	ADJ	0.00	ADJ	0.00	ADJ	-1,111.60
-----		-----		-----		-----		-----	
ADJ NML	26,742.99*	ADJ NML	860.01*	ADJ NML	7,970.39*	ADJ NML	8,830.40*	ADJ NML	35,573.39*
STIP	777.50	STIP	0.00	STIP	0.00	STIP	0.00	STIP	777.50
TOTAL OT	0.00*	TOTAL OT	0.00*	TOTAL OT	0.00*	TOTAL OT	0.00*	TOTAL OT	0.00*
NON-NML	777.50*	NON-NML	0.00*	NON-NML	0.00*	NON-NML	0.00*	NON-NML	777.50*
TOTAL	27,520.49**	TOTAL	860.01**	TOTAL	7,970.39**	TOTAL	8,830.40**	TOTAL	36,350.89**

TOTAL NUMBER HOURS WORKED: 314.67 TOTAL NUMBER DAYS WORKED: 9.15

GROSS	FED IMP GROSS	0.00	NTX GROSS	1,357.68	TSA	0.00	RET-TS	2,662.31	FED TAX GROSS	32,330.90	FIT	2,303.17	AFIT	230.00
SIT	ASIT	60.00	OASDI GROSS	10,534.55	OASDI	653.15	MEDI GROSS	34,993.21	MEDICARE	507.42	DEF-MEDI GROSS	0.00	DEF-MEDI	0.00
SURV-BEN	SDI	0.00	EIC	0.00	STRS SUBJ	22,984.74	STRS	2,240.03	PERS SUBJ	6,032.50	PERS	422.28	DED	1,649.42
NET	ADJ (+)	0.00	ADJ (-)	1,111.60	OASDI EMPR	0.00	MEDI EMPR	0.00	STRS EMPR	0.00	PERS EMPR	0.00	STRS DBS	0.00
STATE IMP GROSS	STATE TAX GROSS	32,330.90	STRS (C)	1,552.30	STRS (P)	800.12	STRS (O)	112.39-	PERS (C)	422.28	PERS (P)	0.00	PERS (O)	0.00
STRS/SUBJ (C)	STRS/SUBJ (P)	7,840.50	STRS/SUBJ (O)	0.00	PERS/SUBJ (C)	6,032.50	PERS/SUBJ (P)	0.00	PERS/SUBJ (O)	0.00	STRS/SUBJ DBS	0.00	STRS DBS	0.00

**Siskiyou County Office of Education
Request for Warrant Processing**

BATCH # 0821

District # 43

District Name NORTHERN UNITED SISKIYOU CHARTER SCHOOL

Fund #	Fund Name	District Total	Audited Total
01	General Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance		
15	Pupil Transportation Equip Fund		
17	Special Reserve Fund Other Than Capital Outlay	XXXXXXXXXX	XXXXXXXXXX
25	Capital Facilities (Developer Fees) Fund		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
62	NORTHERN UNITED SISKIYOU CHARTER SCH	20238.90	
	Batch Total		

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing.

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____

District Superintendent *Alan Romo*

Board Approval Date _____ Mail _____ Hold _____

---For Siskiyou County Office of Education Use Only---

Audited By: _____ Audit Date: _____

SISKIYOU COUNTY OFFICE OF EDUCATION
 COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 08/27/2019

DISTRICT: 043 NORTHERN UNITED SISKIYOU
 BATCH: 0821 NUCS BATCH 0821
 FUND : 62 CHARTER SCH. ENTERPRISE FUND

WARRANT REQ#	VENDOR/ADDR REFERENCE LN	NAME (REMIT) FD RESC Y	DEPOSIT TYPE OBT GOAL FUNC SCH LOCAL	ABA NUM DESCRIPTION	ACCOUNT NUM DESCRIPTION	AMOUNT
00565965	000122/	INC ABLENET				
	PV-200085	62-4610-0-4300-1110-1000-000-000000	WARRANT TOTAL	INVOICE# C11908788		148.16 \$148.16
00565966	000125/	INC. CURRICULUM THAT MATTERS				
	PV-200088	62-0000-0-4300-1110-1000-000-000000	WARRANT TOTAL	INVOICE# CTM-10391		71.88 \$71.88
00565967	000063/	G & G HARDWARE INC				
	PV-200095	62-4610-0-4300-0000-8100-000-000000		INVOICE# 265264		73.23
	PV-200096	62-4610-0-4300-0000-8100-000-000000		INVOICE# 265271		36.59
	PV-200097	62-4610-0-4300-0000-8100-000-000000	WARRANT TOTAL	INVOICE# 265277		103.36- \$6.46
00565968	000124/	GO LIVE INC				
	PV-200087	62-0000-0-4300-1110-1000-000-000000	WARRANT TOTAL	INVOICE# 822577		27.99 \$27.99
00565969	000123/	MYSTERY SCIENCE				
	PV-200086	62-0000-0-5300-1110-1000-000-000000	WARRANT TOTAL	INVOICE # 57065		749.00 \$749.00
00565970	000084/	Mark Welty				
	PV-200098	62-0000-0-5800-0000-8100-000-000000	WARRANT TOTAL	INVOICE# 002		600.00 \$600.00
00565971	000039/	LINDSEY NEMEC				
	PV-200099	62-4610-0-5200-1110-1000-000-000000		MILEAGE		150.80
		62-4610-0-5200-1110-1000-000-000000	WARRANT TOTAL	ACCOMODATION		622.93 \$773.73
00565972	000012/	NORTH STATE PARENT				
	PV-200094	62-0000-0-5800-0000-2700-000-000000	WARRANT TOTAL	INVOICE# 69706		180.00 \$180.00
00565973	000121/	PEARSON EDUCATION INC.				
	PV-200083	62-4610-0-4100-1110-1000-000-000000		INVOICE# 4025903463		2,074.13

SISKIYOU COUNTY OFFICE OF EDUCATION
 COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 08/27/2019

DISTRICT: 043 NORTHERN UNITED SISKIYOU
 BATCH: 0821 NUCS BATCH 0821
 FUND : 62 CHARTER SCH. ENTERPRISE FUND

WARRANT VENDOR/ADDR REC#	NAME (REMIT) REFERENCE LN	FD RESC Y	OBJT GOAL	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
00565974	000104/							
	PV-200084	62-4610-0-4100-1110-1000-000-00000		WARRANT TOTAL		7026811700	INVOICE#	1,881.28
								\$3,955.41
	PV-200089	62-4610-0-4300-1110-1000-000-00000					INVOICE# 13197735	413.49
	PV-200090	62-4610-0-4400-1110-1000-000-00000					INVOICE# 13198299	1,598.80
	PV-200091	62-4610-0-4400-1110-1000-000-00000		WARRANT TOTAL			INVOICE # 13198828	752.85
								\$2,765.14
00565975	000126/			WESTERN ASSOCIATION OF SCHOOLS				
	PV-200100	62-0000-0-5300-0000-2700-000-00000		WARRANT TOTAL			INVOICE# 1202288	1,510.00
								\$1,510.00
00565976	000108/			WOODWIND AND BRASS				
	PV-200092	62-4610-0-4400-1110-1000-000-00000		WARRANT TOTAL			INVOICE# ARINV49826177	721.90
								\$721.90
00565977	000120/			WORLD TELECOM & SURVEILLANCE				
	PV-200082	62-4610-0-6400-0000-8100-000-00000		WARRANT TOTAL			INVOICE # 20244	4,270.23
								\$4,270.23
*** FUND	TOTALS ***			TOTAL NUMBER OF CHECKS: 13			TOTAL AMOUNT OF CHECKS:	\$15,779.90*
				TOTAL ACH GENERATED: 0			TOTAL AMOUNT OF ACH:	\$.00*
				TOTAL EFT GENERATED: 0			TOTAL AMOUNT OF EFT:	\$.00*
				TOTAL PAYMENTS: 13			TOTAL AMOUNT:	\$15,779.90*
*** BATCH	TOTALS ***			TOTAL NUMBER OF CHECKS: 13			TOTAL AMOUNT OF CHECKS:	\$15,779.90*
				TOTAL ACH GENERATED: 0			TOTAL AMOUNT OF ACH:	\$.00*
				TOTAL EFT GENERATED: 0			TOTAL AMOUNT OF EFT:	\$.00*
				TOTAL PAYMENTS: 13			TOTAL AMOUNT:	\$15,779.90*
*** DISTRICT	TOTALS ***			TOTAL NUMBER OF CHECKS: 13			TOTAL AMOUNT OF CHECKS:	\$15,779.90*
				TOTAL ACH GENERATED: 0			TOTAL AMOUNT OF ACH:	\$.00*
				TOTAL EFT GENERATED: 0			TOTAL AMOUNT OF EFT:	\$.00*
				TOTAL PAYMENTS: 13			TOTAL AMOUNT:	\$15,779.90*

**Siskiyou County Office of Education
Request for Warrant Processing**

SPECIAL
BATCH # 0827

District # 43 District Name NORTHERN UNITED SISKIYOU CHARTER SCHOOL

Fund #	Fund Name	District Total	Audited Total
01	General Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance		
15	Pupil Transportation Equip Fund		
17	Special Reserve Fund Other Than Capital Outlay	XXXXXXXXXX	XXXXXXXXXX
25	Capital Facilities (Developer Fees) Fund		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
62	NORTHERN UNITED SISKIYOU CHARTER SCH	121,355.52	
	Batch Total		

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing.

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent Shari Lomas

Board Approval Date _____ Mail _____ Hold _____

-For Siskiyou County Office of Education Use Only-

Audited By: _____ Audit Date: _____

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num
 Reg Reference Date
 000134/00 YREKA MOTORS
 1545 SOUTH MAIN STREET
 YREKA, CA 96097

Vendor/Addr	Reg Reference	Date	Description	Tax ID num	Deposit type	ABA num	Account num	ES	E-Term	E-ExtRef
PV-200113	08/22/2019	DEAL2572	VIN 1FMZK1ZM3KKB47218		62-4610-0-6400-1110-1000-000-00000 NN					30,338.88
PV-200114	08/22/2019	DEAL2573	VIN 1FMZK1ZM5KKB47219		62-4610-0-6400-1110-1000-000-00000 NN					30,338.88
PV-200115	08/22/2019	DEAL2575	VIN 1FMZK1ZM3KKB47221		62-4610-0-6400-1110-1000-000-00000 NN					30,338.88
PV-200116	08/22/2019	DEAL 2574	VIN1FMZK1ZM1KKB47220		62-4610-0-6400-1110-1000-000-00000 NN					30,338.88

TOTAL FUND	PAYMENT	TOTAL BATCH PAYMENT	TOTAL DISTRICT PAYMENT	TOTAL FOR ALL DISTRICTS:
121,355.52	**	121,355.52	***	121,355.52
0.00		0.00		0.00
121,355.52		121,355.52	****	121,355.52

Number of checks to be printed: 1, not counting voids due to stub overflows.

0.C

30,338.88 +
 30,338.88 +
 30,338.88 +
 30,338.88 +
 121,355.52 *

Vendor/Addr	Remit name	Req Reference	Date	Description	Tax ID num	Deposit type	FD RESC Y	OBJT GOAL	ABA num	Account num	EE ES	Liq Amt	E-Term	E-ExtRef

000134/00	YREKA MOTORS													
	1545 SOUTH MAIN STREET													
	YREKA, CA 96097													
PV-200113		08/22/2019	DEAL2572	VIN 1FMZK12M3KKB47218					62-4610-0-6400-1110-1000-0000	NN				30,338.88
				EQUIPMENT										
PV-200114		08/22/2019	DEAL2573	VIN 1FMZK12M5KKB47219					62-4610-0-6400-1110-1000-0000	NN				30,338.88
				EQUIPMENT										
PV-200115		08/22/2019	DEAL2575	VIN 1FMZK12M3KKB47221					62-4610-0-6400-1110-1000-0000	NN				30,338.88
				EQUIPMENT										
PV-200116		08/22/2019	DEAL 2574	VIN1FMZK12M1KKB47220					62-4610-0-6400-1110-1000-0000	NN				30,338.88
				EQUIPMENT										

TOTAL PAYMENT AMOUNT	121,355.52 *													121,355.52
TOTAL FUND	PAYMENT	121,355.52 **												121,355.52
TOTAL BATCH PAYMENT		121,355.52 ***	0.00											121,355.52
TOTAL DISTRICT PAYMENT		121,355.52 ****	0.00											121,355.52
TOTAL FOR ALL DISTRICTS:		121,355.52 ****	0.00											121,355.52

Number of checks to be printed: 1, not counting voids due to stub overflows.

0.0

30,338.88 +
 30,338.88 +
 30,338.88 +
 30,338.88 +
 121,355.52 *

**Siskiyou County Office of Education
Request for Warrant Processing**

BATCH # 0906

District # 43

District Name NORTHERN UNITED SISKIYOU CHARTER SCHOOL

Fund #	Fund Name	District Total	Audited Total
01	General Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance		
15	Pupil Transportation Equip Fund		
17	Special Reserve Fund Other Than Capital Outlay	XXXXXXXXXX	XXXXXXXXXX
25	Capital Facilities (Developer Fees) Fund		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
62	NORTHERN UNITED SISKIYOU CHARTER SCH	35,872.17	
	Batch Total		

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing.

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____

District Superintendent Shari Lewis

Board Approval Date _____ Mail _____ Hold _____

---For Siskiyou County Office of Education Use Only---

Audited By: _____ Audit Date: _____

DISTRICT: 043 NORTHERN UNITED SISKIYOU
BATCH: 0906 NDCS Batch 0906
FUND : 62 CHARTER SCH. ENTERPRISE FUND

WARRANT	VENDOR/ADDR	REQ#	REFERENCE	IN	FD RESC Y	OBJT	GOAL	FUNC	SCH	LOCAL	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
00566592	000004/		CAL-ORE COMMUNICATIONS											
			PO-200010	1.	62-0000-0-5922	0000-2700-000-00000					0324007628			77.10
			PO-200011	1.	62-0000-0-5922	1110-1000-000-00000					ACQNT#0324007628			47.20
			PO-200031	1.	62-0000-0-5922	0000-7200-000-00000					0324007628			33.04
													WARRANT TOTAL	\$157.34

00566593	000062/		CDW GOVERNMENT											
			PV-200127		62-4610-0-4300	1110-1000-000-00000						INVOICE# TNY9090		377.13
			PV-200128		62-4610-0-4300	1110-1000-000-00000						INVOICE# TRS8248		250.00
			PV-200129		62-4610-0-4300	1110-1000-000-00000						INVOICE# TRS8248		14,007.50
					62-4610-0-4300	1110-1000-000-00000						INVOICE# TRS8249		250.00
			PV-200130		62-4610-0-4300	0000-2700-000-00000						INVOICE# TSB7574		117.79
													WARRANT TOTAL	\$28,977.42

00566594	000022/		City of Yreka											
			PO-200008	1.	62-0000-0-5530	0000-8100-000-00000					ACQNT# 012142-001	07/21-08/20		81.18
													WARRANT TOTAL	\$81.18

00566595	000140/		DANIELLE BARR											
			PV-200134		62-0000-0-5200	0000-2700-000-00000						MANDATORY TEACH SUMMITT		243.60
													WARRANT TOTAL	\$243.60

00566596	000025/		IDANCE STUDIO											
			PV-200131		62-0000-0-5800	1110-1000-000-00000						INVOICE# 0579		226.00
													WARRANT TOTAL	\$226.00

00566597	000139/		JON DOVE											
			PV-200133		62-0000-0-5200	0000-2700-000-00000						NDCS TEACHER SUMMITT		241.28
													WARRANT TOTAL	\$241.28

00566598	000141/		INC JW PEPPER & SON											
			PV-200139		62-0000-0-4300	1110-1000-000-00000						INVOICE# 166039481		39.81

APY250 L.00.05

SISKIYOU COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/10/2019

09/10/19 PAGE 2

DISTRICT: 043 NORTHERN UNITED SISKIYOU
BATCH: 0906 NUCS Batch 0906
FUND : 62 CHARTER SCH. ENTERPRISE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
REQ#	REFERENCE	IN	FD RESC Y OBJT GOAL FUNC SCH LOCAL				
00566599	000024/	PV-200140	62-0000-0-4300-1110-1000-000-00000		INVOICE# 164558031		48.49
		PV-200141	62-0000-0-4300-1110-1000-000-00000		INVOICE# 164554163		734.95
		WARRANT TOTAL					\$823.25
		Five Communications					
00566600	000039/	PO-200014	1. 62-0000-0-5912-1110-1000-000-00000		INVOICE# 6000378693		227.92
		WARRANT TOTAL					\$227.92
		LINDESEY NEMEC					
00566601	000013/	PV-200132	62-0000-0-5800-0000-2700-000-00000		NATURES KITCHEN MANDTORY MEET		264.00
		WARRANT TOTAL					\$264.00
		PACIFIC POWER					
00566602	000029/	PO-200028	1. 62-0000-0-5520-0000-8100-000-00000		07/16/19-08/15/16 64034125		133.83
		WARRANT TOTAL					\$133.83
		Renaissance					
00566603	000006/	PV-200135	62-4610-0-5800-1110-1000-000-00000		INVOICE# 4498455		3,118.75
		WARRANT TOTAL					\$3,118.75
		SCHOOL PATHWAYS					
00566604	000052/	PV-200137	62-0000-0-5800-0000-2700-000-00000		INVOICE# 61720		507.50
		PV-200138	62-0000-0-5800-0000-2700-000-00000		INVOICE# 62002		387.00
		WARRANT TOTAL					\$894.50
		STAPLES ADVANTAGE					
00566605	000054/	PV-200124	62-4610-0-4300-1110-1000-000-00000		INVOICE# 3413378677		48.54
		PV-200125	62-4610-0-4300-0000-2700-000-00000		INVOICE# 3422560121		6.02
		PV-200126	62-4610-0-4300-0000-2700-000-00000		INVOICE# 342108032		375.62
		WARRANT TOTAL					\$333.10
		TEHAMA COUNTY DEPT OF EDUCATIO					
		PV-200136	62-0000-0-5200-1110-1000-000-00000		INVOICE# INV20-00118 CUST 647		150.00
		WARRANT TOTAL					\$150.00

**Siskiyou County Office of Education
Request for Warrant Processing**

BATCH # 0912

District # 43 District Name NORTHERN UNITED SISKIYOU CHARTER SCHOOL

Fund #	Fund Name	District Total	Audited Total
01	General Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance		
15	Pupil Transportation Equip Fund		
17	Special Reserve Fund Other Than Capital Outlay	XXXXXXXXXX	XXXXXXXXXX
25	Capital Facilities (Developer Fees) Fund		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
62	NORTHERN UNITED SISKIYOU CHARTER SCH	12035.07	
	Batch Total		

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing.

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent Shari Smith

Board Approval Date _____ Mail _____ Hold _____

-For Siskiyou County Office of Education Use Only-

Audited By: _____ Audit Date: _____

DISTRICT: 043 NORTHERN UNITED SISKIYOU
 BATCH: 0912 NUCS Batch 0912
 FUND : 62 CHARTER SCH. ENTERPRISE FUND

COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 09/17/2019

WARRANT	VENDOR/ADDR	REQ#	NAME (REMIT)	REFERENCE	IN	FD	RESC	Y	OBJT	GOAL	FUNC	SCH	LOCAL	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
---------	-------------	------	--------------	-----------	----	----	------	---	------	------	------	-----	-------	--------------	---------	-------------	-------------	--------

00566880	000002/		BOB STONE																
			PO-200005	1.	62-0000-0-5612-0000-8700-000-000000												October 2019 Rent	2,850.00	
			WARRANT TOTAL																\$2,850.00

00566881	000031/		Holiday Inn Express																
			PO-200021	1.	62-0000-0-5200-0000-2700-000-000000												October 17, SCOE Meeting	100.97	
			WARRANT TOTAL																\$100.97

00566882	000013/		PACIFIC POWER																
			PO-200016	1.	62-0000-0-5520-0000-8100-000-000000												64034125-002-8 08/02-09/03	543.70	
			WARRANT TOTAL																\$543.70

00566883	000088/		SHASTA SUMMIT PROPERTIES																
			PO-200007	1.	62-0000-0-5612-0000-8700-000-000000												October 2019 Rent	2,500.00	
			WARRANT TOTAL																\$2,500.00

00566884	000008/		TODD WHIPPLE & STACY WHIPPLE																
			PO-200006	1.	62-0000-0-5612-0000-8700-000-000000												October 2019 Rent	3,000.00	
			WARRANT TOTAL																\$3,000.00

00566885	000017/		WELLS FARGO FINANCIAL LEASING																
			PO-200026	1.	62-0000-0-5600-0000-2700-000-000000												08/20-09/19/19 5007001488	81.98	
				2.	62-0000-0-5600-1110-1000-000-000000												08/20-09/19/19 5007001488	273.28	
			PO-200030	1.	62-0000-0-5600-0000-7200-000-000000												08/20-09/19/19 5007001488	35.14	
			WARRANT TOTAL																\$390.40

00566886	000003/		WENDY JAMES																
			PO-200004	1.	62-0000-0-5612-0000-8700-000-000000												October 2019 Rent	2,650.00	
			WARRANT TOTAL																\$2,650.00

*** FUND TOTALS ***

TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$12,035.07*
TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
TOTAL PAYMENTS:	7	TOTAL AMOUNT:	\$12,035.07*

*** BATCH TOTALS ***

TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$12,035.07*
TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
TOTAL PAYMENTS:	7	TOTAL AMOUNT:	\$12,035.07*

*** DISTRICT TOTALS ***

TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$12,035.07*
TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
TOTAL PAYMENTS:	7	TOTAL AMOUNT:	\$12,035.07*

**Siskiyou County Office of Education
Request for Warrant Processing**

BATCH # 0917
Special

District # 43

District Name NORTHERN UNITED SISKIYOU CHARTER SCHOOL

Fund #	Fund Name	District Total	Audited Total
01	General Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Fund		
14	Deferred Maintenance		
15	Pupil Transportation Equip Fund		
17	Special Reserve Fund Other Than Capital Outlay	XXXXXXXXXX	XXXXXXXXXX
25	Capital Facilities (Developer Fees) Fund		
30	State School Building/Lease Purchase Fund		
40	Special Reserve Capital Outlay Projects		
71	Retiree Benefit Fund		
62	NORTHERN UNITED SISKIYOU CHARTER SCH	190.00	
	Batch Total		

By order of the governing board, the Siskiyou County Office of Education is authorized to draw warrants to the claimants of said school district as per attached listing.

Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____ Trustee _____
 Trustee _____

District Superintendent _____

Shari Lewis

Board Approval Date _____

Mail _____

Hold _____

--For Siskiyou County Office of Education Use Only--

Audited By: _____

Audit Date: _____

SISKIYOU COUNTY OFFICE OF EDUCATION
 COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 09/24/2019

DISTRICT: 043 NORTHERN UNITED SISKIYOU
 BATCH: 0917 NUCS BATCH 0917
 FUND : 62 CHARTER SCH. ENTERPRISE FUND

WARRANT VENDOR/ADDR NAME (REMIT) DEPOSIT TYPE ABA NUM ACCOUNT NUM AMOUNT
 REQ# REFERENCE LN FD RESC Y OBJT GOAL FUNC SCH LOCAL DESCRIPTION

 00567235 000143/ SISKIYOU COUNTY

62-0001-0-4700-0000-3700-000-00000	LICENSE# 000680	47.50
62-0001-0-4700-0000-3700-000-00000	LICENSE# 000679	47.50
62-0001-0-4700-0000-3700-000-00000	LICENSE# 000681	47.50
62-0001-0-4700-0000-3700-000-00000	LICENSE# 000682	47.50
WARRANT TOTAL		\$190.00

*** FUND TOTALS ***
 TOTAL NUMBER OF CHECKS: 1 TOTAL AMOUNT OF CHECKS: \$190.00*
 TOTAL ACH GENERATED: 0 TOTAL AMOUNT OF ACH: \$.00*
 TOTAL EFT GENERATED: 0 TOTAL AMOUNT OF EFT: \$.00*
 TOTAL PAYMENTS: 1 TOTAL AMOUNT: \$190.00*

*** BATCH TOTALS ***
 TOTAL NUMBER OF CHECKS: 1 TOTAL AMOUNT OF CHECKS: \$190.00*
 TOTAL ACH GENERATED: 0 TOTAL AMOUNT OF ACH: \$.00*
 TOTAL EFT GENERATED: 0 TOTAL AMOUNT OF EFT: \$.00*
 TOTAL PAYMENTS: 1 TOTAL AMOUNT: \$190.00*

*** DISTRICT TOTALS ***
 TOTAL NUMBER OF CHECKS: 1 TOTAL AMOUNT OF CHECKS: \$190.00*
 TOTAL ACH GENERATED: 0 TOTAL AMOUNT OF ACH: \$.00*
 TOTAL EFT GENERATED: 0 TOTAL AMOUNT OF EFT: \$.00*
 TOTAL PAYMENTS: 1 TOTAL AMOUNT: \$190.00*

Agenda Item 2.

CONSENT AGENDA

A trustee can have an item removed from the Consent Agenda and given individual consideration for action as a regular agenda item. An administrator or a member of the public may request that an item be removed from the Consent Agenda and given individual consideration for action as a regular agenda item at the pleasure of the Board.

Subject:

2.3 Approval of Minutes

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

The minutes from prior meetings are inspected, corrected if needed, and approved. This is a routine monthly process for the Board. The minutes for the September 19, 2019 board meeting are attached.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Lynda Speck

Northern United Charter School

Board of Directors

Regular Board Meeting Minutes

September 19, 2019

Members Present: Jere Cox, Rosemary Kunkler and Bianca Garza

Staff Present: Shari Lovett, Kirk Miller, Valerie Walsh, Julie Smith, Rebekah Davis, Tammy Picconi, Janine Redwine and Lynda Speck

Guests: None

1.0 CALL TO ORDER: Jere Cox called the meeting to order at 4:00pm.

1.1 Pledge of Allegiance

1.2 Adopt the Agenda: Item 5.10 and 5.11 tabled. A motion to approve the agenda with amendments made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.

2.0 PRESENTATIONS: There were none.

3.0 CONSENT AGENDA:

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

3.2 Approval of Warrants and Payroll for NU-Siskiyou Charter School

3.3 Approval of Minutes for the August 15, 2019 Board Meeting: Change in 2.4: Briana needs to be changed to Bianca.

3.4 Approval of Resignations, Hires, Leaves, and Change of Assignments

3.5 Approval of Surplus items for NU-Humboldt Charter School

3.6 Approval of Surplus Items for NU-Siskiyou Charter School

A motion to approve the consent agenda with change to the Aug 15, 2019 minutes made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.

4.0 PUBLIC COMMENTS: Janine Redwine spoke of the new pay schedule and her placement on it. She shared national averages on speech pathologists salaries.

5.0 ACTION ITEMS:

5.1 Approval of Jefferson Community Center Contract –Cutten Resource Center, NU-HCS: Shari Lovett explained the contract with Jefferson Community Center. A motion to approve the Jefferson Community Center contract with Cutten Resource Center was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.

- 5.2 Approval of Jefferson Community Center Contract –Eureka Learning Center, NU-HCS:** A motion to approve the Jefferson Community Center contract with Eureka Learning Center was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.3 Approval of Jefferson Community Center Contract –Cutten Learning Center, NU-HCS:** A motion to approve the Jefferson Community Center contract with Cutten Learning Center was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.4 Approval of Beginnings Inc. Contract for Meal Program-Briceland Learning Center NU-HCS:** Shari Lovett explained the contract with Beginnings Inc. A motion to approve the Beginnings Inc. contract for Meal Program made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.5 Approval of Declaration of Need for Northern United-Humboldt Charter School:** Shari Lovett explained the reason to have this on file with CTC. A motion to approve the Declaration of Need for Northern United-Humboldt Charter School was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.6 Approval of Declaration of Need for Northern United-Siskiyou Charter School:** A motion to approve the Declaration of Need for Northern United-Siskiyou Charter School was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.7 Approval of MOU between Tehama County and NU-Siskiyou Charter School for the Alliance for Teacher Excellence:** Shari Lovett explained that this agreement is for the induction of new teachers with preliminary credentials. A motion to approve the MOU between Tehama County and NU-Siskiyou Charter School for the Alliance for Teacher Excellence was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.8 Certification of Unaudited Actuals for Northern United-Humboldt Charter School:** Tammy Picconi presented an unofficial unaudited actuals report to the board. A motion to certify the Unaudited Actuals for Northern United-Humboldt Charter School was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.9 Resolution H1920-1: 2019-2020 Adoption of the GANN Limit for NU-Humboldt Charter School:** Shari Lovett gave a brief explanation of the GANN limit. A motion to approve Resolution H1920-1 Adoption of the GANN Limit for NU-Humboldt Charter School was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.10 Certification of Unaudited Actuals for Nu-Siskiyou Charter School:** This item was tabled until the October meeting.
- 5.11 Resolution S1920-1 2019-2020 Adoption of GANN Limit for NU-Siskiyou Charter School:** This item was tabled until the October meeting.

- 5.12 Resolution N1920-1 to Reimburse Board Members for School Related expenses for Board Bylaws:** Shari Lovett gave the background for reimbursements to board members for school related expenses. A discussion was held on the amount of reimbursement to be given for meals while board members are conducting school related business and reimbursing board members for gas mileage to and from regular board meetings. A motion to approve Resolution N1920-1 Reimburse Board Members for School Related expenses as amended was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.13 Approval of NUCS 2019-2020 Annual Goals:** Shari Lovett recommended that the board consider adopting the LCAP goals as the annual goals. A motion to approve the annual goals was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.
- 5.14 Approval of Sinkyone Wilderness State Park Field Trip for Briceland Learning Center:** Shari Lovett informed the board that the field trip request paperwork was complete. A motion to approve the Sinkyone Wilderness State Park Field Trip for Briceland Learning Center was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox-Aye, Bianca Garza – Aye, Rosemary Kunkler-Aye Motion carries.

6.0 DISCUSSION ITEMS:

- 6.1 Update on Meal Program:** Shari Lovett gave an update on the status of our meal programs at all of our learning centers. She reported that our tax exempt status has been approved. Shari Lovett recognized Lynda Speck for her work on the meal program.
- 6.2 Purchase of Vans-Items Over \$25,000:** Shari Lovett explained that the HCOE Director of Fiscal Services reminded her that any items over \$25,000 has to be board approved.
- 6.3 Discussion on a Classified Employee Stipend for Additional Certificates and/or Education:** The board held a discussion on stipends to the classified staff acknowledging education and other job related certificates. Item to be revisited next month.

7.0 REPORTS:

- 7.1 Enrollment and Attendance Report:** In Board Packet
- 7.2 Financial Report:** In Board Packet
- 7.3 LCAP Report:** Julie Smith gave an update on surveys, FIT inspections.
- 7.4 Director's Report:** Shari Lovett discussed the following topics: The summit, desk review audit for the grant, the annual audit, SB740 funding, bylaws update, new policies on transportation, family engagement and fiscal, JPA board seat, and HCOE's invitation to a charter school authorizers' conference. She recognized Kirk Miller, Rebekah Davis and Julie Smith for all their hard work.
- 7.5 Northern United-Humboldt Charter School Report:** Julie Smith gave a report on what is happening in NU-Humboldt learning centers.
- 7.6 Northern United-Siskiyou Charter School Report:** Kirk Miller gave a report on what is happening in NU-Siskiyou learning centers.
- 7.7 Board Report:** Board members gave reports on school activities that they attended and how our learning centers are doing with fund raising events. Jere Cox spoke of moving the board meeting day to a different Thursday of the month. He announced that Briana

Oesterle has resigned her seat on the board. He wanted to clarify that resolution N1920-1 would have an effective date of September 19, 2019.

8.0 NEXT BOARD MEETING

8.1 Possible Agenda Items: Handbook workshop, sufficiency of instructional materials, local indicators for the California School Dashboard, resolution S1920-1: GANN Limits, Certifying the unaudited actuals for NU-Siskiyou Charter School, new policies.

8.2 Next Board Meeting Date: Next board meeting is October 10, 2019 at 9:00 am.

9.0 ADJOURNMENT: Jere Cox adjourned the meeting at 7:18 pm.

Agenda Item 2.

CONSENT AGENDA

A trustee can have an item removed from the Consent Agenda and given individual consideration for action as a regular agenda item. An administrator or a member of the public may request that an item be removed from the Consent Agenda and given individual consideration for action as a regular agenda item at the pleasure of the Board.

Subject:

2.4 Consideration of Resignations, Hires, Leaves, and Change of Assignments

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

The Board will approve all new hires, resignations and leaves throughout the year.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Lynda Speck



Northern United Charter Schools

Resignations, Hires, and Leaves

For the Month of:

9/19/2019

Resignations

Name	Date	Location	Comments
NONE			

Hires

Name	Date	Location	Comments
Sue Sheldon	9/14/2019	Briceland L.C.	Clerk and to help with Meal Program
Elizabeth Ziganti	9/14/2019	Briceland L.C.	Instructional Aide
Darla Davis	9/14/2019	Redway L.C.	Custodian

Leaves

Name	Date	Location	Comments
NONE			

Change Of Assignment

Name	Date	Location	Comments

Agenda Item 2.

CONSENT AGENDA

A trustee can have an item removed from the Consent Agenda and given individual consideration for action as a regular agenda item. An administrator or a member of the public may request that an item be removed from the Consent Agenda and given individual consideration for action as a regular agenda item at the pleasure of the Board.

Subject:

2.5 Consideration of Approval of Williams' Uniform Complaint, Quarterly Report for NU-HCS

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

NU-HCS is required by the Education Code to report any complaints regarding the provision of textbooks and instructional materials, teacher vacancy or mis-assignment, and/or facilities conditions. The Board approves these reports each quarter.

No complaints were received in the last quarter.

Fiscal Implications:

None

Contact Person/s: Shari Lovett

**Northern United – Humboldt Charter School
Quarterly Report on Williams Uniform Complaints
(Education Code §35186)**

Quarterly Reporting Period (please check one)

- First Quarter 2019 January 1 through March 31, 2019
- Second Quarter 2019 April 1 through June 30, 2019
- Third Quarter 2019 July 1 through September 30, 2019
- Fourth Quarter 2019 October 1 through December 31, 2019

PLEASE CHECK THE BOX THAT APPLIES:

- No complaints were filed** with any school in the district during the quarter indicated above.
- Yes, complaints were filed** with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
TOTALS			



 Superintendent

Please return hard copy to:
 Rosemarie Butler, School Support
 Humboldt County Office of Education
 "mailto:rbutler@hcoe.org"
 rbutler@hcoe.org

by: Quarter 1 due: 04/15/2019
 Quarter 2 due: 07/15/2019
 Quarter 3 due: 10/15/2019
 Quarter 4 due: 01/15/2020

Agenda Item 2.

CONSENT AGENDA

A trustee can have an item removed from the Consent Agenda and given individual consideration for action as a regular agenda item. An administrator or a member of the public may request that an item be removed from the Consent Agenda and given individual consideration for action as a regular agenda item at the pleasure of the Board.

Subject:

2.6 Consideration of Approval of Williams' Uniform Complaint, Quarterly Report for NU-SCS

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

NU-SCS is required by the Education Code to report any complaints regarding the provision of textbooks and instructional materials, teacher vacancy or mis-assignment, and/or facilities conditions. The Board approves these reports each quarter.

No complaints were received in the last quarter.

Fiscal Implications:

None

Contact Person/s: Shari Lovett

Quarterly Report on Williams Uniform Complaints

Education Code 35186(d)

District: Northern United - Siskiyou Charter School

Person completing this form: Shari Lovett Title: Director

Quarterly Report Submission Date: (check one)

January 2019
 April 2019
 July 2019
 October 2019

Date for information to be reported publicly at governing board meeting: 10/21/19

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
TOTALS			

Shari Lovett
 Print Name of District Superintendent

Shari Lovett
 Signature of District Superintendent

10/21/19
 Date

Agenda Item 3.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Subject:

3.1 Comments by the Public

Action Requested:

None

Previous Staff/Board Action, Background Information and/or Statement of Need:

Board members or staff may choose to respond briefly to Public Comments.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Jere Cox

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.1 Approval of the NU-HCS Hamilton Field Trip to San Francisco

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

The Board is to review and approve any overnight field trips. Please see attached information.

Fiscal Implications:

Cost of gas in school vans for roundtrip to San Francisco - estimate: \$300

Cost of meals while on trip - estimate: \$1,000

Cost of accommodations: \$4,585

Contact Person/s: Shari Lovett, Cathie Shermer, Debbi Sholes



Northern United - HUMBOLDT Charter School
Field Trip Request Form 2019 - 2020

RECEIVED
10/1/19

Teacher or Center: Shermer Date of Request: 10/1/19
Date(s) of Trip: 11-5 to 11-7-19 Kind of Trip: Day ___ Out-of-County: [checked] Overnight: [checked]
Purpose: To see Hamilton at San Francisco's
Destination: San Francisco, CA Orpheum
Number of Students: 30 Number of Adult Chaperones: 5
Departure Date & Time: 11-5-19 8 A.M. Expected arrival time at destination: 3:30 P.M.
Other Stops & Times: see itinerary shared on Google Drive.
Return Date & Time: 11-7-19 5 P.M.
Mode of Transportation: School Vans
Transportation Cost: Other Costs: Be sure to setup Purchase Request if Necessary
Teacher Signature: Cathu Shermer Date: 10/1/19

Charter Director or Designee Signature: Date:
School Board Approval (for overnight and Specific Activities): Date:

*The Field Trip Request form must be submitted to the NU-Humboldt Charter School Office for administrative approval. Fax to: (707)476-8069 or Mail to: 2120 Campton Road, Ste H, Eureka, CA 95503 Attention: Debbi Please send in form one week before planned Day Field Trip.

*All overnight field trips require Northern United Charter Schools Board approval prior to the field trip. Please have Overnight Field Trip Forms in the NU-Humboldt Charter School Office at minimum one month before planned event. Include detailed agenda, updated driver's forms, all student excursion waiver forms. Incomplete packets will not be considered for approval.

*If transportation is required (chartered buses/vehicles, or rental vehicles) include the transportation cost information under "Mode of Transportation".

*All adults driving students of the Charter School are required to have a copy of their insurance, driver's license and Private Vehicle Form on file at the Charter Office prior to transporting students.

Hamilton Itinerary

Tuesday, November 5, 2019

8:00 AM - Load up four vans at the Cutten Resource Center, Eureka, CA

8:30 AM - Depart the Cutten Resource Center

12:00 PM - Lunch stop at Chipotle in Ukiah, CA

3:30 PM - Arrive at the Marin Youth Hostel, Unpack, Get Settled in Rooms, Afternoon Hike (Marin Conservancy right across the driveway at Fort Baker)

5:00 PM - Dinner crew makes dinner in the kitchen. Hot dogs, veggie dogs, fruit tray, veggie tray, potato salad.

6:00 PM - Eat dinner and cleanup. Each person cleans their own dishes and cleanup crew takes care of the kitchen. Lunch crew makes next day's sandwiches.

7:00 PM - Night hike to Rodeo Beach or Game Room time

9:00 PM - Calm time in the hostel and then bed time.

Accommodations:

Golden Gate Recreational Area

941 Rosenstock Road

Sausalito, California 94965

Call 1 (415) 331-2777

MarinHeadlands@hiusa.org

Wednesday, November 6, 2019

7:00 AM - Wake, clean up space at hostel. Breakfast crew makes breakfast and cleans up. Eat breakfast. Load vans by **8:15**.

9:00 AM – Schools begin arriving and checking in to:

Theater:

Orpheum Theatre

1192 Market Street

San Francisco, CA 94102

10:15 - 11:30 AM – Morning Program Begins

(Includes selected Student Performances and a Q&A with cast members of Hamilton)

11:30 AM - 12:45 PM – Lunch break

1:30 PM – Matinee Performance

4:20 PM – School dismissal begins

5:00 PM (approximately) – Dismissal end, return to hostel

6:00 PM - Dinner crew makes spaghetti, garlic bread, and salad dinner with brownies.

7:00 PM - Clean up crew cleans all dishes and cookware. Lunch crew makes next day's sandwiches. Relax at the hostel, in our rooms, or in the game room.

10:00 PM - Bedtime

Accommodations:

Building 240

Fort Mason

San Francisco, California 94123

Call 1 (415) 771-7277

SFFishermansWharf@hiusa.org

Thursday, November 7, 2019

8:00 AM - Wake up and clean up space in the hostel. Come down to the kitchen for breakfast. Breakfast and cleanup crew on duty.

10:00 AM - Head home. Stop in Willits at Mariposa Market and the neighborhood park to stretch legs and have lunch.

5:00 PM - Arrive back at the Cutten Resource Center.

Hamilton Chaperones

1. Cathie Shermer, 707-845-9662 Van Driver
2. Mary Ann Lyons, 707-496-7037 Van Driver
3. Shari Lovett, 707-599-0935
4. Sarah Schaefer, 707-498-9342 Van Driver
5. Mark Waterman, 707-334-5499 Van Driver

Hamilton Students

(Chaperones highlighted, first six students, Cathie Shermer; 7-12, Mary Ann Lyons; 13-18, Shari Lovett; 19-24, Sarah Schaefer; 25-30 Mark Waterman)

1. Mirianna Ennis, 10th Grade
2. Chiara Ennis, 11th Grade
3. Dereck Yeater - 12th
4. Kaylene Camp - 12th
5. McKayla Morris - 12th
6. Jenna Sadler - 12th
7. Anakin Price - 12th
8. Isobel Lucatere - 11th
9. Megan Mayres - 11th
10. Hanna Gott - 11th
11. Savannah James - 11th
12. Brock Marshall - 12th
13. Adrian Rangel - 12th
14. Marisa Hernandez - 11th
15. Morgan Turner - 12th
16. Kai Talamantes - 11th
17. Lien Zarback - 10th
18. Phoenix Williams - 9th
19. Cedar Spirit - 9th
20. Theo Cress - 12th
21. Leif Trunzo Johnson - 10th
22. Lilly Stendel - 9th
23. Daniel Whitley - 11th
24. Ella Shelton - 10th
25. Michael Clements - 10th
26. Joseph Vazquez - 9th
27. Belle Boudreaux - 9th
28. Orion Studdert - 10th
29. Mariela Ramirez Barber - 10th

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.2 Approval of the NUCS Transportation Policy

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

The Board is to approve any new policies or changes to the NUCS Policy Handbook. The purchase of the new transportation vans requires a new NUCS policy.

Fiscal Implications:

None

Contact Person/s: Shari Lovett

Transportation Policy

Northern United Charter Schools desires to provide safe and efficient transportation to students as necessary to ensure student access to the educational program and enrichment opportunities. In determining the extent to which the school will provide transportation services, the school shall weigh student and community needs against the cost of providing such services.

The school may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with another LEA.

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

The school may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 -Transportation Fees.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety. (cf. 3516 -Emergencies and Disaster Preparedness Plan)

With the school's authorization, transportation services may be provided or arranged by the district for:

1. Students traveling to and from school during the regular school day (Education Code 39800)
2. Field trips and excursions (Education Code 35330)
3. School activities, expositions or fairs, or other activities determined to be for the benefit of students
(Education Code 39860)
4. School employees, parents/guardians, and adult volunteers traveling to and from educational activities authorized by the district (Education Code 39837.5)

Transportation For School-Related Trips

The School may provide transportation for students, employees, and other individuals for field trips and other school-related trips approved according to school policy and administrative regulation.

The Director or designee shall determine the most appropriate and cost-effective mode of transportation for each approved trip. He/she may authorize the use of district vehicles, contract to provide transportation, or arrange transportation by the use of other vehicles.

The Director or designee shall ensure that the district or contractor has sufficient liability insurance for transportation on school-related trips.

When school transportation is provided, students may be released from using district transportation only with the advance written permission of their parents/guardians.

School-related organizations requesting transportation shall be fully responsible for the costs of their trips unless funding has been approved by the Board.

The Director or designee may authorize the transportation of students by private vehicle when the vehicle is driven by an adult age 21 or older who possesses a valid California driver's license or, if he/she is a nonresident on active military duty in California, possesses a valid license from his/her state of residence. To be approved, a driver shall have a good driving record and possess at least the minimum insurance required by law. Any person providing transportation to district students in a private vehicle shall register with the district for such purposes.

Drivers shall receive safety and emergency instructions which shall be kept in their vehicle. All student passengers shall submit permission slips signed by their parents/guardians. Teachers shall ensure that each driver has a copy of the permission slip for each student riding in his/her vehicle. The number of passengers, including the driver, shall not exceed the capacity for which the vehicle was designed. Trucks may not transport more persons than can safely sit in the passenger compartment. The driver shall ensure that the manufacturer's recommendations for his/her vehicle are followed regarding the seating of children in seats equipped with airbags.

The driver or any other person shall not smoke or have in his/her immediate possession a lighted pipe, cigar, or cigarette containing tobacco or any other plant when there is a minor in the motor vehicle.

Transportation For Students With Disabilities

Northern United Charter Schools desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan.

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan.

The Director or designee shall provide IEP teams with information about district transportation services in order to assist them in making decisions as to the mode, schedule, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with district transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or his/her parent/guardian.

If a student whose IEP or accommodation plan specifies transportation needs is excluded from school vehicle transportation for any reason, such as suspension, expulsion, or other reason, the district shall provide alternative transportation at no cost to the student or parent/guardian. (Education Code 48915.5)

When contracting with a nonpublic, nonsectarian school or agency to provide special education services, the Superintendent or designee shall ensure that the contract includes general administrative and financial agreements related to the provision of transportation services if specified in the student's IEP. (Education Code 56366)

Prior to driving a school vehicle, each driver shall inspect the vehicle to ensure that the vehicle is in safe operating condition and equipped as required by law, and that all equipment is in good working order. At the completion of each trip, the driver shall prepare and sign a written report of the condition of the equipment. The report shall indicate any defect or deficiency discovered by or reported to the driver which would affect safe operation or result in mechanical breakdown of the vehicle. If no defect or deficiency is discovered or reported, the driver shall so indicate on the report. Any defect or deficiency that would affect safe operation shall be repaired prior to operating the school vehicle.

Passenger Restraint Systems

The Director or designee shall ensure that any school van or student activity vehicle which is purchased or leased by the school is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions.

When a school vehicle, student activity vehicle or private vehicle used for school purposes is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)

Drivers shall be instructed regarding procedures to enforce the proper use of the passenger restraint system. Students who fail to follow instructions of the driver may be subject to discipline, including suspension of riding privileges, in accordance with Board policy and administrative regulations.

School vans, student activity vehicles and personal vehicles used for school purposes shall not be operated whenever the number of passengers exceeds seating capacity, except when necessary in emergency situations which require that individuals be transported immediately to ensure their safety. (Education Code 3 9834)

Drivers for school activity trips may discontinue operation whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)

Unauthorized Entry

The Director or designee may place a notice at vehicle entrances that warns against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a school vehicle without prior authorization. (Education Code 39842; 13 CCR 1256.5)

Before departing on a school activity trip, all students riding in a school vehicle shall receive safety instruction which includes, but is not limited to, the location of emergency exits and the location and use of emergency equipment. This instruction also may include responsibilities of passengers seated next to an emergency exit.

Vehicle Accidents

In the event of a school vehicle accident, the driver shall immediately notify the CHP and the Director or designee. The driver shall not leave the immediate vicinity of the vehicle to seek aid unless necessary. (13 CCR 1219)

The Director or designee shall maintain a report of each accident that occurred on public or private property involving a school vehicle with students aboard. The report shall contain pertinent details of the accident and shall be retained for 12 months from the date of the accident. If the accident was not investigated by the CHP, the Director or designee shall forward a copy of the report to the local CHP within five work days of the date of the accident. (13 CCR 1234)

The Director or designee shall review all investigations of school vehicle incidents and accidents to develop preventative measures.

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.3 Approval of the NUCS Driver Policy

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

The Board is to approve any new policies or changes to the NUCS Policy Handbook. NUCS needs to put a driver policy in place to clarify driver standards for any usage of school vehicles and transportation of students.

Fiscal Implications:

None

Contact Person/s: Shari Lovett,

Driver Criteria and Eligibility Policy

Only approved employees of NUCS will be allowed to drive school vehicles.

All employees of Northern United Charter Schools shall be required to submit a vehicle request form prior to the use of any school vehicle.

The school reserves the right to refuse an employee authorization to operate a vehicle on school business or be reimbursed mileage if the individual is determined to be a negligent operator or fails to maintain a valid California driver's license.

The school shall maintain a list of approved employees and volunteers who are authorized to operate school vehicles or to operate private vehicles on school business (including field trips).

No student may drive him/herself without written permission from a parent/guardian. Written permission must be on file with the school prior to the event. No student may ever drive another student (sibling excepted).

A "school vehicle" is defined as a motor vehicle owned by Northern United Charter Schools and used for the purpose of moving or propelling any person or property upon a highway.

Application and enforcement of this policy shall be on a retroactive basis for volunteers, but not for employees; i.e. volunteers may lose their driving privileges immediately upon policy enactment based on their driving record over the prior five years, but enforcement relative to employees (other than for voluntary driving not related to their job) shall be based on points earned after policy enactment.

1. Procedures for Drivers

Employees Driving a School Vehicle or Personal Vehicle for School Business

In order to drive a school vehicle or personal vehicle for school business, the following documents must be on file with the Field Trip Coordinator prior to use of a school vehicle:

- a. Copy of the driver's valid California driver's license
- b. Copy of the driver's car insurance policy declaration page (showing amounts of coverage)
- c. Current copy of driving record

Volunteers Driving a Personal Vehicle for a Field Trip

In order to volunteer to drive on a school related field trip all volunteer drivers shall complete and submit to the Field Trip Coordinator the following items:

- a. Copy of the driver's valid California driver's license
- b. Copy of the driver's car insurance policy declaration page (showing amounts of coverage)
- c. Current copy of driving record

2. Criteria to Determine Eligibility of Drivers

For school purposes, a driver is considered a negligent operator of a motor vehicle with a status 1, 2 or 3 when the driving record shows the following point count within the specified period of time (See Chart A):

Chart A	Status 1	Status 2	Status 3
Number of Points Within	Employee Driving Vehicle Without Student Passengers	Employee Driving Vehicle With Students	Volunteer Driving With Students
12 Mo.	4 Pts.	3 Pts.	
24 Mo.	6 Pts.	4 Pts.	
36 Mo.	8 Pts.	4 Pts.	2 Pts.
48 Mo.		5 Pts.	3 Pts.
60 Mo.			4 Pts.

Employees or volunteers with the following charges within the specified timeframe may not operate a school vehicle or a private vehicle with students (See Chart B):

- (1) Reckless driving
- (2) Hitting an unattended vehicle without notifying the owner
- (3) Causing property damage, injury, or death by hit-and-run driving
- (4) Manslaughter involving a vehicle
- (5) Causing injury or death with a vehicle while evading a peace officer
- (6) Driving on the wrong side of a divided highway

- (7) Speed contest or exhibition of speed
- (8) Illegal transport of explosives
- (9) Driving under the influence of liquor and/or any drug

Chart B	Status 1	Status 2	Status 3
Any violation listed in 2 (1)-(9) within	Employee Driving Vehicle Without Student Passengers	Employee Driving Vehicle With Students	Volunteer Driving With Students
12 Mo.	XXX		
36 Mo.		XXX	
60 Mo.			XXX

The school reserves the right to refuse an employee or volunteer authorization to operate a school vehicle, or to refuse any individual authorization to operate a private vehicle for school business, if the individual is determined to be a negligent operator in accordance with Status 2 above or fails to maintain a valid California Class A, B or C driver's license.

- a. Employees deemed to be negligent operators of Status 1 may not operate school vehicles or their personal vehicles on school business, even if there are no passengers.
- b. Employees deemed to be negligent operators of Status 2 may not transport students in school or personal vehicles on school business, including field trips, but could still operate a school or personal vehicle without student passengers unless they also qualify as negligent under the Status 1 criteria.
- c. Volunteers (including employees outside their normal work day and work duties) deemed to be negligent operators of Status 3 may not operate a school or personal vehicle on school business with student passengers.

3. Process to Appeal

If a volunteer driver's total point count exceeds the allowable limit due to an accident which the volunteer feels was not his/her fault, an appeal not to consider the accident (not to charge a point against their record) may be filed with the Director of Transportation. It shall be the volunteer's responsibility to supply a copy of the traffic accident report or insurance company report with the appeal. The Director's decision is final. If the driver is an employee, the appeal shall be to the district Driver Policy Committee, which is further defined below.

If an employee disagrees with a "negligent operator" determination based on the above criteria, he/she may appeal the decision to the School Driver Committee. The Committee shall be comprised as follows:

- a. School Director
- b. Regional Director
- c. Director of Transportation

The Committee shall review appeals by employees and a reversal of a "negligent operator" determination can only be made by vote of a majority of the Committee.

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.4 Approval of the NUCS Bylaw Revisions

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

Due to the passage of SB 126, the new law that pertains to charter school's governing boards, NUCS needs to make revisions to the Bylaws per the advice of legal counsel.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Jere Cox

**BYLAWS
OF
NORTHERN UNITED CHARTER SCHOOLS
(A California Nonprofit Public Benefit Corporation)**

**ARTICLE I
NAME**

Section 1: NAME. The name of this Corporation is Northern United Charter Schools.

**ARTICLE II
PRINCIPAL OFFICE OF THE CORPORATION**

Section 1: PRINCIPAL OFFICE OF THE CORPORATION. The principal office for the transaction of the activities and affairs of the Corporation is 2120 Campton Road, Suite H, Eureka, State of California. The Board of Directors may change the location of the principal office. Any such change of location must be noted by the Secretary on these bylaws opposite this Section; alternatively, this Section may be amended to state the new location.

Section 2: OTHER OFFICES OF THE CORPORATION. The Board of Directors may at any time establish branch or subordinate offices at any place or places where the Corporation is qualified to conduct its activities.

**ARTICLE III
GENERAL AND SPECIFIC PURPOSES; LIMITATIONS**

Section 1: GENERAL AND SPECIFIC PURPOSES. The purpose of the Corporation is to manage, operate, guide, direct and promote Northern United – Humboldt Charter School and Northern United – Siskiyou Charter School, (“Charter Schools”), California public charter schools. Also in the context of these purposes, the Corporation shall not, except to an insubstantial degree, engage in any other activities or exercise of power that do not further the purposes of the Corporation.

The Corporation shall not carry on any other activities not permitted to be carried on by: (a) a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code; or (b) a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code. No substantial part of the activities of the Corporation shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

**ARTICLE IV
CONSTRUCTION AND DEFINITIONS**

Section 1: CONSTRUCTION AND DEFINITIONS. Unless the context indicates otherwise, the general provisions, rules of construction and definitions in the California Nonprofit Corporation

Law shall govern the construction of these bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, and the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

ARTICLE V DEDICATION OF ASSETS

Section 1: DEDICATION OF ASSETS. The Corporation's assets are irrevocably dedicated to public benefit purposes as set forth in the charter governing the charter schools operated as or by the Corporation. No part of the net earnings, properties, or assets of the Corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any director or officer of the Corporation. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the Corporation shall be distributed to a nonprofit fund, foundation, corporation or association which is organized and operated exclusively for educational, public or charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE VI CORPORATION WITHOUT MEMBERS

Section 1: CORPORATION WITHOUT MEMBERS. The Corporation shall have no voting members within the meaning of the Nonprofit Corporation Law. The Corporation's Board of Directors may, in its discretion, admit individuals to one or more classes of nonvoting members; the class or classes shall have such rights and obligations as the Board of Directors finds appropriate.

ARTICLE VII BOARD OF DIRECTORS

Section 1: GENERAL POWERS. Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the articles of incorporation or bylaws, the Corporation's activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors ("Board").

Section 2: SPECIFIC POWERS. Without prejudice to the general powers set forth in Section 1 of this article, but subject to the same limitations, the Board of Directors shall have the power to:

- a. Appoint and remove, at the pleasure of the Board of Directors, all corporate officers, agents, and employees; prescribe powers and duties for them as are consistent with the law, the articles of incorporation, and these bylaws; fix their compensation; and require from them security for faithful service.
- b. Change the principal office or the principal business office in California from one location to another; cause the Corporation to be qualified to conduct its activities in any other state, territory, dependency, or country; conduct its activities in or outside

California.

- c. Borrow money and incur indebtedness on the Corporation's behalf and cause to be executed and delivered for the Corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities.
- d. Adopt and use a corporate seal.

Section 3: DESIGNATED DIRECTORS AND TERMS. The number of directors shall be no less than five (5) and no more than seven (7) directors, unless changed by amendments to these bylaws. All directors shall have full voting rights, including any representative appointed by the charter authorizer as consistent with Education Code Section 47604(b). If the charter authorizer appoints a representative to serve on the Board of Directors, the Board of Directors may appoint an additional director to ensure an odd number of Board members. All directors, except for the representative appointed by the charter authorizer, shall be designated by the existing Board of Directors.

The Board will seek to have two (2) representatives from Northern United - Siskiyou Charter School and two (2) representatives from Northern United - Humboldt Charter School, who shall be community members and/or family members of a student attending these schools. In order to secure proportional representation, the fifth board member shall be appointed from the county with the Northern United charter school with the highest student enrollment at the time of appointment. If a member is not found in a reasonable time, vacancy may be filled from either county by board action. Board members shall have experience in one or more of the following areas: education, government, law, business, finance/accounting, fundraising, facilities, or public relations. The School Director shall not serve on the Board and shall not vote in Board elections.

Section 4: RESTRICTION ON INTERESTED PERSONS AS DIRECTORS. No persons serving on the Board of Directors may be interested persons. An interested person is any person currently being compensated by the Corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director. The Board may adopt other policies circumscribing potential conflicts of interest.

Section 5: DIRECTORS' TERMS. Each director shall hold office unless otherwise removed from office in accordance with these bylaws for three (3) years and until a successor director has been designated and qualified.

Section 6: NOMINATIONS BY COMMITTEE. The Chairman of the Board of Directors or, if none, the President will appoint a committee to designate qualified candidates for election to the Board of Directors at least thirty (30) days before the date of any election of directors. The nominating committee shall make its report at least seven (7) days before the date of such designation or at such other time as the Board of Directors may set and the Secretary shall forward to each Board member, with the notice of meeting required by these bylaws, a list of all candidates nominated by committee.

Section 7: USE OF CORPORATE FUNDS TO SUPPORT NOMINEE. If more people have

been nominated for director than can be elected, no corporate funds may be expended to support a nominee without the Board's authorization.

Section 8: EVENTS CAUSING VACANCIES ON BOARD. A vacancy or vacancies on the Board of Directors shall occur in the event of (a) the death, resignation, or removal of any director; (b) the declaration by resolution of the Board of Directors of a vacancy in the office of a director who has been convicted of a felony, declared of unsound mind by a court order, or found by final order or judgment of any court to have breached a duty under California Nonprofit Public Benefit Corporation Law, Chapter 2, Article 3; or (c) the increase of the authorized number of directors.


Section 9: RESIGNATION OF DIRECTORS. Except as provided below, any director may resign by giving written notice to the Chairman of the Board, if any, or to the President, or the Secretary, or to the Board. The resignation shall be effective when the notice is given unless the notice specifies a later time for the resignation to become effective. If a director's resignation is effective at a later time, the Board of Directors may elect a successor to take office as of the date when the resignation becomes effective.

Section 10: DIRECTOR MAY NOT RESIGN IF NO DIRECTOR REMAINS. Except on notice to the California Attorney General, no director may resign if the Corporation would be left without a duly elected director or directors.

Section 11: REMOVAL OF DIRECTORS. Any director, except for the representative appointed by the charter authorizer, may be removed, with or without cause, by the vote of the majority of the members of the entire Board of Directors at a special meeting called for that purpose, or at a regular meeting, provided that notice of that meeting and such removal are given in compliance with the provisions of the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Division 2 of Title 5 of the Government Code) as said chapter may be modified by subsequent legislation ("Brown Act"). The representative appointed by the charter authorizer may be removed without cause by the charter authorizer or with the written consent of the charter authorizer. Any vacancy caused by the removal of a Board designated director shall be filled as provided in Section 12.

Section 12: VACANCIES FILLED BY BOARD. Vacancies on the Board of Directors, except for the representative appointed by the charter authorizer, may be filled by approval of the Board of Directors or, if the number of directors then in office is less than a quorum, by (a) the affirmative vote of a majority of the directors then in office at a regular or special meeting of the Board, or (b) a sole remaining director. A vacancy in the seat of the representative of the charter authorizer shall be filled by the charter authorizer.

Section 13: NO VACANCY ON REDUCTION OF NUMBER OF DIRECTORS. Any reduction of the authorized number of directors shall not result in any directors being removed before his or her term of office expires.

 **Section 14: PLACE OF BOARD OF DIRECTORS MEETINGS.** Meetings shall be held at the principal office of the Corporation unless the Board of Directors designates another location in accordance with these bylaws. The Board of Directors may also designate that a meeting be held at any place within the granting agency's boundaries designated in the notice of the meeting. All meetings of the Board of Directors shall be called, held and conducted in accordance with the terms

Summary of Comments on NUCS Bylaws signed 4-9-19 comments 091319 (SP).pdf

Page: 4

Number: 1 Author: shpark Subject: Highlight Date: 9/13/2019 2:01:29 PM

Number: 2 Author: shpark Subject: Sticky Note Date: 9/13/2019 4:51:48 PM

SB 126 (effective 1/1/2020) now has very specific requirements pertaining the Board meeting locations. In addition, because NUCS operates 2 charter schools in 2 different counties, there are requirements that apply related to audio or video recording of the meetings. As such, we would recommend replacing the highlighted sentences with the following language, which aligns with the new SB 126 requirements:

"Meetings shall be held within the physical boundaries of the county in which the greatest number of pupils enrolled in the charter schools managed by the Corporation reside, and a two-way teleconference location shall be established at each schoolsite and each resource center, in accordance with Education Code Section 47604.1(4)(A)-(B). The Board of Directors shall audio record, video record, or both, all the Board meetings and post the recordings on each charter school's internet website, in accordance with Education Code Section 47604.1(4)(C)."

Number: 3 Author: shpark Subject: Highlight Date: 9/13/2019 2:01:32 PM

Number: 4 Author: shpark Subject: Highlight Date: 9/13/2019 2:01:36 PM

Number: 5 Author: shpark Subject: Highlight Date: 9/13/2019 2:01:39 PM



and provisions of the Brown Act. Board Members shall be required to physically attend all board meetings at either the one Humboldt location or the one Siskiyou location. Locations will be identified in the notice and agenda of the meeting.

Section 15: MEETINGS; ANNUAL MEETINGS. All meetings of the Board of Directors and its committees shall be called, noticed, and held in compliance with the provisions of the Brown Act. The Board of Directors shall meet annually for the purpose of organization, appointment of officers, and the transaction of such other business as may properly be brought before the meeting. This meeting shall be held at a time, date, and place as noticed by the Board of Directors in accordance with the Brown Act.

Section 16: REGULAR MEETINGS. Regular meetings of the Board of Directors, including annual meetings, shall be held at such times and places as may from time to time be fixed by the Board of Directors. At least 72 hours before a regular meeting, the Board of Directors, or its designee shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting.

Section 17: SPECIAL MEETINGS. Special meetings of the Board of Directors for any purpose may be called at any time by the Chairman of the Board of Directors, if there is such an officer, or a majority of the Board of Directors. If a Chairman of the Board has not been elected then the President is authorized to call a special meeting in place of the Chairman of the Board. The party calling a special meeting shall determine the place, date, and time thereof.

Section 18: NOTICE OF SPECIAL MEETINGS. In accordance with the Brown Act, special meetings of the Board of Directors may be held only after twenty-four (24) hours notice is given to the public through the posting of an agenda. Directors shall also receive at least twenty-four (24) hours notice of the special meeting, in the following manner:

- a. Any such notice shall be addressed or delivered to each director at the director's address as it is shown on the records of the Corporation, or as may have been given to the Corporation by the director for purposes of notice, or, if an address is not shown on the Corporation's records or is not readily ascertainable, at the place at which the meetings of the Board of Directors are regularly held.
- b. Notice by mail shall be deemed received at the time a properly addressed written notice is deposited in the United States mail, postage prepaid. Any other written notice shall be deemed received at the time it is personally delivered to the recipient or is delivered to a common carrier for transmission, or is actually transmitted by the person giving the notice by electronic means to the recipient. Oral notice shall be deemed received at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient whom the person giving the notice has reason to believe will promptly communicate it to the receiver.

The notice of special meeting shall state the time of the meeting, and the place if the place is other than the principal office of the Corporation, and the general nature of the business proposed to be transacted at the meeting. No business, other than the business the general nature of which was set forth in the notice of the meeting, may be transacted at a special meeting.


Section 19: QUORUM. A majority of the directors then in office shall constitute a quorum. All

Number: 1 Author: shpark Subject: Sticky Note Date: 9/13/2019 2:03:27 PM

Confirming - does the Board want to maintain this provision that all directors must physically be present at one of the schoolsites (and not participate via teleconference from a different location)?

acts or decisions of the Board of Directors will be by majority vote of the directors in attendance, based upon the presence of a quorum. Should there be less than a majority of the directors present at the inception of any meeting, the meeting shall be adjourned. Directors may not vote by proxy. The vote or abstention of each Board member present for each action taken shall be publicly reported.

Section 20: TELECONFERENCE MEETINGS. Members of the Board of Directors may participate in teleconference meetings so long as all of the following requirements in the Brown Act are complied with:

- 
- a. At a minimum, a quorum of the members of the Board of Directors shall participate in the teleconference meeting from locations within the boundaries of the granting agency in which the Corporation operates;
 - b. All votes taken during a teleconference meeting shall be by roll call;
 - c. If the Board of Directors elects to use teleconferencing, it shall post agendas at all teleconference locations with each teleconference location being identified in the notice and agenda of the meeting.
 - d. All locations where a member of the Board of Directors participates in a meeting via teleconference must be fully accessible to members of the public and shall be listed on the agenda;¹
 - e. Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board of Directors directly at each teleconference location; and
 - f. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.²

Section 21: ADJOURNMENT. A majority of the directors present, whether or not a quorum is present, may adjourn any Board of Directors meeting to another time or place. Notice of such adjournment to another time or place shall be given, prior to the time scheduled for the continuation of the meeting, to the directors who were not present at the time of the adjournment, and to the public in the manner prescribed by the Brown Act.

Section 22: COMPENSATION AND REIMBURSEMENT. Directors may not receive compensation for their services as directors or officers, only such reimbursement of expenses as the Board of Directors may establish by resolution to be just and reasonable as to the Corporation at the time that the resolution is adopted.

Section 23: CREATION AND POWERS OF COMMITTEES. The Board, by resolution adopted by a majority of the directors then in office, may create one or more committees of the

¹ This means that members of the Board of Directors who choose to utilize their homes or offices as teleconference locations must open these locations to the public and accommodate any members of the public who wish to attend the meeting at that location.

² The Brown Act prohibits requiring members of the public to provide their names as a condition of attendance at the meeting.

Board, each consisting of two or more directors and no one who is not a director, to serve at the pleasure of the Board. Appointments to committees of the Board of Directors shall be by majority vote of the directors then in office. The Board of Directors may appoint one or more directors as alternate members of any such committee, who may replace any absent member at any meeting. Any such committee shall have all the authority of the Board, to the extent provided in the Board of Directors' resolution, except that no committee may:

- a. Take any final action on any matter that, under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members or approval of a majority of all members;
- b. Fill vacancies on the Board of Directors or any committee of the Board;
- c. Fix compensation of the directors for serving on the Board of Directors or on any committee;
- d. Amend or repeal bylaws or adopt new bylaws;
- e. Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or subject to repeal;
- f. Create any other committees of the Board of Directors or appoint the members of committees of the Board;
- g. Expend corporate funds to support a nominee for director if more people have been nominated for director than can be elected; or
- h. Approve any contract or transaction to which the Corporation is a party and in which one or more of its directors has a material financial interest.

The Board may also create one or more advisory committees composed of directors and non-directors. It is the intent of the Board to encourage the participation and involvement of faculty, staff, parents, students and administrators through attending and participating in open committee meetings. The Board may establish, by resolution adopted by a majority of the directors then in office, advisory committees to serve at the pleasure of the Board.

Section 24: MEETINGS AND ACTION OF COMMITTEES. Meetings and actions of committees of the Board of Directors shall be governed by, held, and taken under the provisions of these bylaws concerning meetings, other Board of Directors' actions, and the Brown Act, if applicable, except that the time for general meetings of such committees and the calling of special meetings of such committees may be set either by Board of Directors' resolution or, if none, by resolution of the committee. Minutes of each meeting shall be kept and shall be filed with the corporate records. The Board of Directors may adopt rules for the governance of any committee as long as the rules are consistent with these bylaws. If the Board of Directors has not adopted rules, the committee may do so.

Section 25: NON-LIABILITY OF DIRECTORS. No director shall be personally liable for the debts, liabilities, or other obligations of the Corporation.

Number: 1 Author: shpark Subject: Highlight Date: 9/13/2019 2:04:51 PM

Number: 2 Author: shpark Subject: Sticky Note Date: 9/13/2019 2:05:37 PM

Pursuant to SB 126, we recommend revising the highlighted portion to state:

"the county in which the greatest number of pupils enrolled in the charter schools managed by the Corporation reside;"

- a. Take any final action on any matter that, under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members or approval of a majority of all members.
- b. In any action on the Board of Directors or any committee of the Board.
- c. Fix compensation of the directors for serving on the Board of Directors or on any committee.
- d. Amend or repeal bylaws or adopt new bylaws.
- e. Amend or repeal any resolution of the Board of Directors that by its express terms is not to amend or repeal.
- f. Create any other committees of the Board of Directors or appoint the members of committees of the Board.
- g. Make a corporate trade or acquire a business for directors if more people have been nominated for director than can be elected or
- h. Approve any contract or transaction in which the Corporation is a party, and in which the interest of the directors has a material financial interest.

The Board may also create one or more advisory committees composed of directors and non-directors. It is the intent of the Board to encourage the participation and involvement of faculty, staff, parents, students and administrators through advisory and participatory committees. The Board may establish by resolution advisory committees to assist the Board in their advisory capacities to serve the pleasure of the Board.

SECTION 34. MEETINGS AND ACTION OF COMMITTEES. Meetings and action of committees of the Board of Directors shall be governed by the provisions of these bylaws concerning meetings, other Board or Director's action and the Brown Act, if applicable, except that the time for general meetings of such committees and the calling of special meetings of such committees may be set either by Board of Directors' resolution or, if more by resolution of the committee. Minutes of each meeting shall be kept and shall be filed with the corporate records. The Board of Directors may adopt rules for the governance of any committee as long as the rules are consistent with these bylaws. If the Board of Directors has not adopted rules, the committee may do so.

SECTION 35. NON-LIABILITY OF DIRECTORS. No director shall be personally liable for the debts, liabilities or other obligations of the Corporation.

Section 26: COMPLIANCE WITH LAWS GOVERNING STUDENT RECORDS. The Charter Schools and the Board of Directors shall comply with all applicable provisions of the Family Education Rights Privacy Act ("FERPA") as set forth in Title 20 of the United States Code Section 1232g and attendant regulations as they may be amended from time to time.

ARTICLE VIII OFFICERS OF THE CORPORATION

Section 1: OFFICES HELD. The officers of the Corporation shall be a President, a Secretary, and a Chief Financial Officer. The Corporation, at the Board's direction, may also have a Chairman of the Board and a Vice-Chair. The officers, in addition to the corporate duties set forth in this Article VIII, shall also have administrative duties as set forth in any applicable contract for employment or job specification.

Section 2: DUPLICATION OF OFFICE HOLDERS. Any number of offices may be held by the same person, except that neither the Secretary nor the Chief Financial Officer may serve concurrently as either the President or the Chairman of the Board.

Section 3: ELECTION OF OFFICERS. The officers of the Corporation shall be chosen annually by the Board of Directors and shall serve at the pleasure of the Board, subject to the rights of any officer under any employment contract.

Section 4: REMOVAL OF OFFICERS. Without prejudice to the rights of any officer under an employment contract, the Board of Directors may remove any officer with or without cause.

Section 5: RESIGNATION OF OFFICERS. Any officer may resign at any time by giving written notice to the Board. The resignation shall take effect on the date the notice is received or at any later time specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to any rights of the Corporation under any contract to which the officer is a party.

Section 6: VACANCIES IN OFFICE. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for normal appointment to that office, provided, however, that vacancies need not be filled on an annual basis.

Section 7: CHAIRMAN OF THE BOARD. If a Chairman of the Board of Directors is elected, he or she shall preside at the Board of Directors' meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time. If a Chairman of the Board of Directors is elected, there shall also be a Vice-Chairman of the Board of Directors. In the absence of the Chairman, the Vice-Chairman shall preside at Board of Directors meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time.

Section 8: PRESIDENT. The President, also known as the School Director shall be the general manager of the Corporation and shall supervise, direct, and control the Corporation's activities, affairs, and officers as fully described in any applicable employment contract, agreement,

or job specification. The President shall have such other powers and duties as the Board of Directors or the bylaws may require. If there is no Chairman of the Board, the President shall also preside at the Board of Directors' meetings.

Section 9: SECRETARY. The Secretary shall keep or cause to be kept, at the Corporation's principal office or such other place as the Board of Directors may direct, a book of minutes of all meetings, proceedings, and actions of the Board and of committees of the Board. The minutes of meetings shall include the time and place that the meeting was held; whether the meeting was annual, regular, special, or emergency and, if special or emergency, how authorized; the notice given; the names of the directors present at Board of Directors and committee meetings; and the vote or abstention of each Board member present for each action taken.

The Secretary shall keep or cause to be kept, at the principal California office, a copy of the articles of incorporation and bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of the Board and of committees of the Board of Directors that these bylaws require to be given. The Secretary shall keep the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the Board of Directors or the bylaws may require.

Section 10: CHIEF FINANCIAL OFFICER. The Chief Financial Officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the Corporation's properties and transactions. The Chief Financial Officer shall send or cause to be given to directors such financial statements and reports as are required to be given by law, by these bylaws, or by the Board. The books of account shall be open to inspection by any director at all reasonable times.

The Chief Financial Officer shall (a) deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Corporation with such depositories as the Board of Directors may designate; (b) disburse the Corporation's funds as the Board of Directors may order; (c) render to the President, Chairman of the Board, if any, and the Board, when requested, an account of all transactions as Chief Financial Officer and of the financial condition of the Corporation; and (d) have such other powers and perform such other duties as the Board, contract, job specification, or the bylaws may require.

If required by the Board, the Chief Financial Officer shall give the Corporation a bond in the amount and with the surety or sureties specified by the Board of Directors for faithful performance of the duties of the office and for restoration to the Corporation of all of its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the Chief Financial Officer on his or her death, resignation, retirement, or removal from office.

ARTICLE IX CONTRACTS WITH DIRECTORS

Section 1: CONTRACTS WITH DIRECTORS. The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and

have a material financial interest).



ARTICLE X CONTRACTS WITH NON-DIRECTOR DESIGNATED EMPLOYEES

Section 1: CONTRACTS WITH NON-DIRECTOR DESIGNATED EMPLOYEES. The Corporation shall not enter into a contract or transaction in which a non-director designated employee (e.g., officers and other key decision-making employees) directly or indirectly has a material financial interest unless all of the requirements in the Corporation's Conflict of Interest Code have been fulfilled.

ARTICLE XI LOANS TO DIRECTORS AND OFFICERS

Section 1: LOANS TO DIRECTORS AND OFFICERS. The Corporation shall not lend any money or property to or guarantee the obligation of any director or officer without the approval of the California Attorney General; provided, however, that the Corporation may advance money to a director or officer of the Corporation for expenses reasonably anticipated to be incurred in the performance of his or her duties if that director or officer would be entitled to reimbursement for such expenses of the Corporation.

ARTICLE XII INDEMNIFICATION

Section 1: INDEMNIFICATION. To the fullest extent permitted by law, the Corporation shall indemnify its directors, officers, employees, and other persons described in Corporations Code Section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the Corporation by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in that section of the Corporations Code.

On written request to the Board of Directors by any person seeking indemnification under Corporations Code Section 5238 (b) or Section 5238 (c) the Board of Directors shall promptly decide under Corporations Code Section 5238 (e) whether the applicable standard of conduct set forth in Corporations Code Section 5238 (b) or Section 5238 (c) has been met and, if so, the Board of Directors shall authorize indemnification.

ARTICLE XIII INSURANCE

Section 1: INSURANCE. The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its directors, officers, employees, and other agents, to cover any liability asserted against or incurred by any director, officer, employee, or agent in such capacity or arising from the director's, officer's, employee's, or agent's status as such.

ARTICLE XIV

Please add the following as part of this same paragraph to comply with SB 126 (this allows for a carve out from GC 1090 that allows charter schools to have employees on its boards):

"Pursuant to Education Code section 47604.1 (effective Jan. 1, 2020), notwithstanding Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, an employee of a charter school shall not be disqualified from serving as a member of the governing body of the charter school because of that employee's employment status. A member of the governing body of a charter school who is also an employee of the charter school shall abstain from voting on, or influencing or attempting to influence another member of the governing body regarding, all matters uniquely affecting that member's employment."

ARTICLE XI

LOANS TO DIRECTORS AND OFFICERS

Section 11. LOANS TO DIRECTORS AND OFFICERS. The Corporation shall not lend any money or property to or guarantee the obligation of any director or officer without the approval of the California Attorney General; provided, however, that the Corporation may advance money to a director or officer of the Corporation for expenses reasonably anticipated to be incurred in the performance of his or her duties if that director or officer would be entitled to reimbursement for such expenses of the Corporation.

ARTICLE XII

INDEMNIFICATION

Section 12. INDEMNIFICATION. To the fullest extent permitted by law, the Corporation shall indemnify its directors, officers, employees, and other persons described in Corporation Code Section 2238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, costs, and other amounts actually and reasonably incurred by them in connection with any "proceeding", as that term is used in this section, and including an action by or in the right of the Corporation by reason of the fact that the person is or was a person described in that section. "Expenses", as used in this bylaw, shall have the same meaning as in that section of the Corporation Code.

On written request to the Board of Directors by any person seeking indemnification under Corporation Code Section 2238 (a) or Section 2238 (c) the Board of Directors shall provide the same under Corporation Code Section 2238 (a) within the applicable standard of conduct set forth in Corporation Code Section 2238 (b) or Section 2238 (c) has been met and, if so, the Board of Directors shall make the indemnification.

ARTICLE XIII

INSURANCE

Section 13. INSURANCE. The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its directors, officers, employees, and other agents to cover any liability asserted or incurred by any director, officer, employee, or agent in such capacity or arising from the director's, officer's, employee's, or agent's status as such.

ARTICLE XIV

MAINTENANCE OF CORPORATE RECORDS

- Section 1:** MAINTENANCE OF CORPORATE RECORDS. The Corporation shall keep:
- a. Adequate and correct books and records of account;
 - b. Written minutes of the proceedings of the Board and committees of the Board; and
 - c. Such reports and records as required by law.

ARTICLE XV INSPECTION RIGHTS

Section 1: DIRECTORS' RIGHT TO INSPECT. Every director shall have the right at any reasonable time to inspect the Corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary, as permitted by California and federal law. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law (e.g., restrictions on the release of educational records under FERPA) pertaining to access to books, records, and documents. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents as permitted by California and federal law.

Section 2: ACCOUNTING RECORDS AND MINUTES. On written demand on the Corporation, any director may inspect, copy, and make extracts of the accounting books and records and the minutes of the proceedings of the Board of Directors and committees of the Board of Directors at any reasonable time for a purpose reasonably related to the director's interest as a director. Any such inspection and copying may be made in person or by the director's agent or attorney. This right of inspection extends to the records of any subsidiary of the Corporation.

Section 3: MAINTENANCE AND INSPECTION OF ARTICLES AND BYLAWS. The Corporation shall keep at its principal California office the original or a copy of the articles of incorporation and bylaws, as amended to the current date, which shall be open to inspection by the directors' at all reasonable times during office hours.

ARTICLE XVI REQUIRED REPORTS

Section 1: ANNUAL REPORTS. The Board of Directors shall cause an annual report to be sent to itself (the members of the Board of Directors) within 120 days after the end of the Corporation's fiscal year. That report shall contain the following information, in appropriate detail:

- a. The assets and liabilities, including the trust funds, or the Corporation as of the end of the fiscal year;
- b. The principal changes in assets and liabilities, including trust funds;
- c. The Corporation's revenue or receipts, both unrestricted and restricted to particular purposes;
- d. The Corporation's expenses or disbursement for both general and restricted purposes;

- e. Any information required under these bylaws; and
- f. An independent accountant's report or, if none, the certificate of an authorized officer of the Corporation that such statements were prepared without audit from the Corporation's books and records.

Section 2: ANNUAL STATEMENT OF CERTAIN TRANSACTIONS AND INDEMNIFICATIONS. As part of the annual report to all directors, or as a separate document if no annual report is issued, the Corporation shall, within 120 days after the end of the Corporation's fiscal year, annually prepare and mail or deliver to each director and furnish to each director a statement of any transaction or indemnification of the following kind:

- (a) Any transaction (i) in which the Corporation, or its parent or subsidiary, was a party, (ii) in which an "interested person" had a direct or indirect material financial interest, and (iii) which involved more than \$50,000 or was one of several transactions with the same interested person involving, in the aggregate, more than \$50,000. For this purpose, an "interested person" is either:
 - (1) Any director or officer of the Corporation, its parent, or subsidiary (but mere common directorship shall not be considered such an interest); or
 - (2) Any holder of more than 10 percent of the voting power of the Corporation, its parent, or its subsidiary. The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the Corporation, the nature of their interest, provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.
- (b) The amount and circumstances of any indemnifications aggregating more than \$10,000 paid during the fiscal year to any director or officer of the Corporation pursuant to Article XII of these Bylaws.

**ARTICLE XVII
BYLAW AMENDMENTS**

Section 1: BYLAW AMENDMENTS. The Board of Directors may adopt, amend or repeal any of these bylaws by a majority vote of the directors present at a meeting duly held at which a quorum is present, except that no amendment shall change any provisions of any charter governing any charter school operated as or by the Corporation or make any provisions of these bylaws inconsistent with such charter, the Corporation's articles of incorporation, or any laws.

**ARTICLE XVIII
FISCAL YEAR**

Section 1: FISCAL YEAR OF THE CORPORATION. The fiscal year of the Corporation shall begin on July 1st and end on June 30th of each year.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting Secretary of the Northern United Charter Schools, a California nonprofit public benefit corporation; that these bylaws, consisting of 13 pages, are the bylaws of the Corporation as adopted by the Board of Directors on _____; and that these bylaws have not been amended or modified since that date.

Executed on April 9, 2019 at Eureka, California.

Cynde Speck

Lynda Speck, Secretary

BYLAWS
OF
NORTHERN UNITED CHARTER SCHOOLS
(A California Nonprofit Public Benefit Corporation)

ARTICLE I
NAME

Section 1: NAME. The name of this Corporation is Northern United Charter Schools.

ARTICLE II
PRINCIPAL OFFICE OF THE CORPORATION

Section 1: PRINCIPAL OFFICE OF THE CORPORATION. The principal office for the transaction of the activities and affairs of the Corporation is 2120 Campton Road, Suite H, Eureka, State of California. The Board of Directors may change the location of the principal office. Any such change of location must be noted by the Secretary on these bylaws opposite this Section; alternatively, this Section may be amended to state the new location.

Section 2: OTHER OFFICES OF THE CORPORATION. The Board of Directors may at any time establish branch or subordinate offices at any place or places where the Corporation is qualified to conduct its activities.

ARTICLE III
GENERAL AND SPECIFIC PURPOSES; LIMITATIONS

Section 1: GENERAL AND SPECIFIC PURPOSES. The purpose of the Corporation is to manage, operate, guide, direct and promote Northern United – Humboldt Charter School and Northern United – Siskiyou Charter School, (“Charter Schools”), California public charter schools. Also in the context of these purposes, the Corporation shall not, except to an insubstantial degree, engage in any other activities or exercise of power that do not further the purposes of the Corporation.

The Corporation shall not carry on any other activities not permitted to be carried on by: (a) a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code; or (b) a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code. No substantial part of the activities of the Corporation shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE IV
CONSTRUCTION AND DEFINITIONS

Section 1: CONSTRUCTION AND DEFINITIONS. Unless the context indicates otherwise, the general provisions, rules of construction and definitions in the California Nonprofit Corporation

Law shall govern the construction of these bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, and the plural includes the singular, and the term “person” includes both a legal entity and a natural person.

ARTICLE V DEDICATION OF ASSETS

Section 1: DEDICATION OF ASSETS. The Corporation’s assets are irrevocably dedicated to public benefit purposes as set forth in the charter governing the charter schools operated as or by the Corporation. No part of the net earnings, properties, or assets of the Corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any director or officer of the Corporation. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the Corporation shall be distributed to a nonprofit fund, foundation, corporation or association which is organized and operated exclusively for educational, public or charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE VI CORPORATION WITHOUT MEMBERS

Section 1: CORPORATION WITHOUT MEMBERS. The Corporation shall have no voting members within the meaning of the Nonprofit Corporation Law. The Corporation’s Board of Directors may, in its discretion, admit individuals to one or more classes of nonvoting members; the class or classes shall have such rights and obligations as the Board of Directors finds appropriate.

ARTICLE VII BOARD OF DIRECTORS

Section 1: GENERAL POWERS. Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the articles of incorporation or bylaws, the Corporation’s activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors (“Board”).

Section 2: SPECIFIC POWERS. Without prejudice to the general powers set forth in Section 1 of this article, but subject to the same limitations, the Board of Directors shall have the power to:

- a. Appoint and remove, at the pleasure of the Board of Directors, all corporate officers, agents, and employees; prescribe powers and duties for them as are consistent with the law, the articles of incorporation, and these bylaws; fix their compensation; and require from them security for faithful service.
- b. Change the principal office or the principal business office in California from one location to another; cause the Corporation to be qualified to conduct its activities in any other state, territory, dependency, or country; conduct its activities in or outside

California.

- c. Borrow money and incur indebtedness on the Corporation's behalf and cause to be executed and delivered for the Corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities.
- d. Adopt and use a corporate seal.

Section 3: DESIGNATED DIRECTORS AND TERMS. The number of directors shall be no less than five (5) and no more than seven (7) directors, unless changed by amendments to these bylaws. All directors shall have full voting rights, including any representative appointed by the charter authorizer as consistent with Education Code Section 47604(b). If the charter authorizer appoints a representative to serve on the Board of Directors, the Board of Directors may appoint an additional director to ensure an odd number of Board members. All directors, except for the representative appointed by the charter authorizer, shall be designated by the existing Board of Directors.

The Board will seek to have two (2) representatives from Northern United - Siskiyou Charter School and two (2) representatives from Northern United - Humboldt Charter School, who shall be community members and/or family members of a student attending these schools. In order to secure proportional representation, the fifth board member shall be appointed from the county with the Northern United charter school with the highest student enrollment at the time of appointment. If a member is not found in a reasonable time, vacancy may be filled from either county by board action. Board members shall have experience in one or more of the following areas: education, government, law, business, finance/accounting, fundraising, facilities, or public relations. The School Director shall not serve on the Board and shall not vote in Board elections.

Section 4: RESTRICTION ON INTERESTED PERSONS AS DIRECTORS. No persons serving on the Board of Directors may be interested persons. An interested person is any person currently being compensated by the Corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director. The Board may adopt other policies circumscribing potential conflicts of interest.

Section 5: DIRECTORS' TERMS. Each director shall hold office unless otherwise removed from office in accordance with these bylaws for three (3) years and until a successor director has been designated and qualified.

Section 6: NOMINATIONS BY COMMITTEE. The Chairman of the Board of Directors or, if none, the President will appoint a committee to designate qualified candidates for election to the Board of Directors at least thirty (30) days before the date of any election of directors. The nominating committee shall make its report at least seven (7) days before the date of such designation or at such other time as the Board of Directors may set and the Secretary shall forward to each Board member, with the notice of meeting required by these bylaws, a list of all candidates nominated by committee.

Section 7: USE OF CORPORATE FUNDS TO SUPPORT NOMINEE. If more people have

been nominated for director than can be elected, no corporate funds may be expended to support a nominee without the Board's authorization.

Section 8: EVENTS CAUSING VACANCIES ON BOARD. A vacancy or vacancies on the Board of Directors shall occur in the event of (a) the death, resignation, or removal of any director; (b) the declaration by resolution of the Board of Directors of a vacancy in the office of a director who has been convicted of a felony, declared of unsound mind by a court order, or found by final order or judgment of any court to have breached a duty under California Nonprofit Public Benefit Corporation Law, Chapter 2, Article 3; or (c) the increase of the authorized number of directors.

Section 9: RESIGNATION OF DIRECTORS. Except as provided below, any director may resign by giving written notice to the Chairman of the Board, if any, or to the President, or the Secretary, or to the Board. The resignation shall be effective when the notice is given unless the notice specifies a later time for the resignation to become effective. If a director's resignation is effective at a later time, the Board of Directors may elect a successor to take office as of the date when the resignation becomes effective.

Section 10: DIRECTOR MAY NOT RESIGN IF NO DIRECTOR REMAINS. Except on notice to the California Attorney General, no director may resign if the Corporation would be left without a duly elected director or directors.

Section 11: REMOVAL OF DIRECTORS. Any director, except for the representative appointed by the charter authorizer, may be removed, with or without cause, by the vote of the majority of the members of the entire Board of Directors at a special meeting called for that purpose, or at a regular meeting, provided that notice of that meeting and such removal are given in compliance with the provisions of the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Division 2 of Title 5 of the Government Code) as said chapter may be modified by subsequent legislation ("Brown Act"). The representative appointed by the charter authorizer may be removed without cause by the charter authorizer or with the written consent of the charter authorizer. Any vacancy caused by the removal of a Board designated director shall be filled as provided in Section 12.

Section 12: VACANCIES FILLED BY BOARD. Vacancies on the Board of Directors, except for the representative appointed by the charter authorizer, may be filled by approval of the Board of Directors or, if the number of directors then in office is less than a quorum, by (a) the affirmative vote of a majority of the directors then in office at a regular or special meeting of the Board, or (b) a sole remaining director. A vacancy in the seat of the representative of the charter authorizer shall be filled by the charter authorizer.

Section 13: NO VACANCY ON REDUCTION OF NUMBER OF DIRECTORS. Any reduction of the authorized number of directors shall not result in any directors being removed before his or her term of office expires.

Section 14: PLACE OF BOARD OF DIRECTORS MEETINGS. Meetings shall be held within the physical boundaries of the county in which the greatest number of pupils enrolled in the charter schools managed by the Corporation reside, and a two-way teleconference location shall be established at each schoolsite and each resource center, in accordance with Education Code Section 47604.1(4)(A)-(B). The Board of Directors shall audio record, video record, or both, all the Board

meetings and post the recordings on each charter school's internet website, in accordance with Education Code Section 47604.1(4)(C). All meetings of the Board of Directors shall be called, held and conducted in accordance with the terms and provisions of the Brown Act. Board Members shall be required to physically attend all board meetings at either the one Humboldt location or the one Siskiyou location. Locations will be identified in the notice and agenda of the meeting.

Section 15: MEETINGS; ANNUAL MEETINGS. All meetings of the Board of Directors and its committees shall be called, noticed, and held in compliance with the provisions of the Brown Act. The Board of Directors shall meet annually for the purpose of organization, appointment of officers, and the transaction of such other business as may properly be brought before the meeting. This meeting shall be held at a time, date, and place as noticed by the Board of Directors in accordance with the Brown Act.

Section 16: REGULAR MEETINGS. Regular meetings of the Board of Directors, including annual meetings, shall be held at such times and places as may from time to time be fixed by the Board of Directors. At least 72 hours before a regular meeting, the Board of Directors, or its designee shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting.

Section 17: SPECIAL MEETINGS. Special meetings of the Board of Directors for any purpose may be called at any time by the Chairman of the Board of Directors, if there is such an officer, or a majority of the Board of Directors. If a Chairman of the Board has not been elected then the President is authorized to call a special meeting in place of the Chairman of the Board. The party calling a special meeting shall determine the place, date, and time thereof.

Section 18: NOTICE OF SPECIAL MEETINGS. In accordance with the Brown Act, special meetings of the Board of Directors may be held only after twenty-four (24) hours notice is given to the public through the posting of an agenda. Directors shall also receive at least twenty-four (24) hours notice of the special meeting, in the following manner:

- a. Any such notice shall be addressed or delivered to each director at the director's address as it is shown on the records of the Corporation, or as may have been given to the Corporation by the director for purposes of notice, or, if an address is not shown on the Corporation's records or is not readily ascertainable, at the place at which the meetings of the Board of Directors are regularly held.
- b. Notice by mail shall be deemed received at the time a properly addressed written notice is deposited in the United States mail, postage prepaid. Any other written notice shall be deemed received at the time it is personally delivered to the recipient or is delivered to a common carrier for transmission, or is actually transmitted by the person giving the notice by electronic means to the recipient. Oral notice shall be deemed received at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient whom the person giving the notice has reason to believe will promptly communicate it to the receiver.

The notice of special meeting shall state the time of the meeting, and the place if the place is other than the principal office of the Corporation, and the general nature of the business proposed to be transacted at the meeting. No business, other than the business the general nature of which was set forth in the notice of the meeting, may be transacted at a special meeting.

Section 19: QUORUM. A majority of the directors then in office shall constitute a quorum. All acts or decisions of the Board of Directors will be by majority vote of the directors in attendance, based upon the presence of a quorum. Should there be less than a majority of the directors present at the inception of any meeting, the meeting shall be adjourned. Directors may not vote by proxy. The vote or abstention of each Board member present for each action taken shall be publicly reported.

Section 20: TELECONFERENCE MEETINGS. Members of the Board of Directors may participate in teleconference meetings so long as all of the following requirements in the Brown Act are complied with:

- a. At a minimum, a quorum of the members of the Board of Directors shall participate in the teleconference meeting from locations within the boundaries of the county in which the greatest number of pupils enrolled in the charter schools managed by the Corporation reside;
- b. All votes taken during a teleconference meeting shall be by roll call;
- c. If the Board of Directors elects to use teleconferencing, it shall post agendas at all teleconference locations with each teleconference location being identified in the notice and agenda of the meeting.
- d. All locations where a member of the Board of Directors participates in a meeting via teleconference must be fully accessible to members of the public and shall be listed on the agenda;¹
- e. Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board of Directors directly at each teleconference location; and
- f. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.²

Section 21: ADJOURNMENT. A majority of the directors present, whether or not a quorum is present, may adjourn any Board of Directors meeting to another time or place. Notice of such adjournment to another time or place shall be given, prior to the time scheduled for the continuation of the meeting, to the directors who were not present at the time of the adjournment, and to the public in the manner prescribed by the Brown Act.

Section 22: COMPENSATION AND REIMBURSEMENT. Directors may not receive compensation for their services as directors or officers, only such reimbursement of expenses as the Board of Directors may establish by resolution to be just and reasonable as to the Corporation at the time that the resolution is adopted.

¹ This means that members of the Board of Directors who choose to utilize their homes or offices as teleconference locations must open these locations to the public and accommodate any members of the public who wish to attend the meeting at that location.

² The Brown Act prohibits requiring members of the public to provide their names as a condition of attendance at the meeting.

Section 23: CREATION AND POWERS OF COMMITTEES. The Board, by resolution adopted by a majority of the directors then in office, may create one or more committees of the Board, each consisting of two or more directors and no one who is not a director, to serve at the pleasure of the Board. Appointments to committees of the Board of Directors shall be by majority vote of the directors then in office. The Board of Directors may appoint one or more directors as alternate members of any such committee, who may replace any absent member at any meeting. Any such committee shall have all the authority of the Board, to the extent provided in the Board of Directors' resolution, except that no committee may:

- a. Take any final action on any matter that, under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members or approval of a majority of all members;
- b. Fill vacancies on the Board of Directors or any committee of the Board;
- c. Fix compensation of the directors for serving on the Board of Directors or on any committee;
- d. Amend or repeal bylaws or adopt new bylaws;
- e. Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or subject to repeal;
- f. Create any other committees of the Board of Directors or appoint the members of committees of the Board;
- g. Expend corporate funds to support a nominee for director if more people have been nominated for director than can be elected; or
- h. Approve any contract or transaction to which the Corporation is a party and in which one or more of its directors has a material financial interest.

The Board may also create one or more advisory committees composed of directors and non-directors. It is the intent of the Board to encourage the participation and involvement of faculty, staff, parents, students and administrators through attending and participating in open committee meetings. The Board may establish, by resolution adopted by a majority of the directors then in office, advisory committees to serve at the pleasure of the Board.

Section 24: MEETINGS AND ACTION OF COMMITTEES. Meetings and actions of committees of the Board of Directors shall be governed by, held, and taken under the provisions of these bylaws concerning meetings, other Board of Directors' actions, and the Brown Act, if applicable, except that the time for general meetings of such committees and the calling of special meetings of such committees may be set either by Board of Directors' resolution or, if none, by resolution of the committee. Minutes of each meeting shall be kept and shall be filed with the corporate records. The Board of Directors may adopt rules for the governance of any committee as long as the rules are consistent with these bylaws. If the Board of Directors has not adopted rules, the committee may do so.

Section 25: NON-LIABILITY OF DIRECTORS. No director shall be personally liable for the debts, liabilities, or other obligations of the Corporation.

Section 26: COMPLIANCE WITH LAWS GOVERNING STUDENT RECORDS. The Charter Schools and the Board of Directors shall comply with all applicable provisions of the Family Education Rights Privacy Act (“FERPA”) as set forth in Title 20 of the United States Code Section 1232g and attendant regulations as they may be amended from time to time.

ARTICLE VIII OFFICERS OF THE CORPORATION

Section 1: OFFICES HELD. The officers of the Corporation shall be a President, a Secretary, and a Chief Financial Officer. The Corporation, at the Board’s direction, may also have a Chairman of the Board and a Vice-Chair. The officers, in addition to the corporate duties set forth in this Article VIII, shall also have administrative duties as set forth in any applicable contract for employment or job specification.

Section 2: DUPLICATION OF OFFICE HOLDERS. Any number of offices may be held by the same person, except that neither the Secretary nor the Chief Financial Officer may serve concurrently as either the President or the Chairman of the Board.

Section 3: ELECTION OF OFFICERS. The officers of the Corporation shall be chosen annually by the Board of Directors and shall serve at the pleasure of the Board, subject to the rights of any officer under any employment contract.

Section 4: REMOVAL OF OFFICERS. Without prejudice to the rights of any officer under an employment contract, the Board of Directors may remove any officer with or without cause.

Section 5: RESIGNATION OF OFFICERS. Any officer may resign at any time by giving written notice to the Board. The resignation shall take effect on the date the notice is received or at any later time specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to any rights of the Corporation under any contract to which the officer is a party.

Section 6: VACANCIES IN OFFICE. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for normal appointment to that office, provided, however, that vacancies need not be filled on an annual basis.

Section 7: CHAIRMAN OF THE BOARD. If a Chairman of the Board of Directors is elected, he or she shall preside at the Board of Directors’ meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time. If a Chairman of the Board of Directors is elected, there shall also be a Vice-Chairman of the Board of Directors. In the absence of the Chairman, the Vice-Chairman shall preside at Board of Directors meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time.

Section 8: PRESIDENT. The President, also known as the School Director shall be the

general manager of the Corporation and shall supervise, direct, and control the Corporation's activities, affairs, and officers as fully described in any applicable employment contract, agreement, or job specification. The President shall have such other powers and duties as the Board of Directors or the bylaws may require. If there is no Chairman of the Board, the President shall also preside at the Board of Directors' meetings.

Section 9: SECRETARY. The Secretary shall keep or cause to be kept, at the Corporation's principal office or such other place as the Board of Directors may direct, a book of minutes of all meetings, proceedings, and actions of the Board and of committees of the Board. The minutes of meetings shall include the time and place that the meeting was held; whether the meeting was annual, regular, special, or emergency and, if special or emergency, how authorized; the notice given; the names of the directors present at Board of Directors and committee meetings; and the vote or abstention of each Board member present for each action taken.

The Secretary shall keep or cause to be kept, at the principal California office, a copy of the articles of incorporation and bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of the Board and of committees of the Board of Directors that these bylaws require to be given. The Secretary shall keep the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the Board of Directors or the bylaws may require.

Section 10: CHIEF FINANCIAL OFFICER. The Chief Financial Officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the Corporation's properties and transactions. The Chief Financial Officer shall send or cause to be given to directors such financial statements and reports as are required to be given by law, by these bylaws, or by the Board. The books of account shall be open to inspection by any director at all reasonable times.

The Chief Financial Officer shall (a) deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Corporation with such depositories as the Board of Directors may designate; (b) disburse the Corporation's funds as the Board of Directors may order; (c) render to the President, Chairman of the Board, if any, and the Board, when requested, an account of all transactions as Chief Financial Officer and of the financial condition of the Corporation; and (d) have such other powers and perform such other duties as the Board, contract, job specification, or the bylaws may require.

If required by the Board, the Chief Financial Officer shall give the Corporation a bond in the amount and with the surety or sureties specified by the Board of Directors for faithful performance of the duties of the office and for restoration to the Corporation of all of its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the Chief Financial Officer on his or her death, resignation, retirement, or removal from office.

ARTICLE IX CONTRACTS WITH DIRECTORS

Section 1: CONTRACTS WITH DIRECTORS. The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest

(nor shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest). Pursuant to Education Code section 47604.1 (effective Jan. 1, 2020), notwithstanding Article 4 (commencing with section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, an employee of a charter school shall not be disqualified from serving as a member of the governing body of the charter school because of that employee's employment status. A member of the governing body of a charter school who is also an employee of the charter school shall abstain from voting on, or influencing or attempting to influence another member of the governing body regarding, all matters uniquely affecting that member's employment.

ARTICLE X CONTRACTS WITH NON-DIRECTOR DESIGNATED EMPLOYEES

Section 1: CONTRACTS WITH NON-DIRECTOR DESIGNATED EMPLOYEES. The Corporation shall not enter into a contract or transaction in which a non-director designated employee (e.g., officers and other key decision-making employees) directly or indirectly has a material financial interest unless all of the requirements in the Corporation's Conflict of Interest Code have been fulfilled.

ARTICLE XI LOANS TO DIRECTORS AND OFFICERS

Section 1: LOANS TO DIRECTORS AND OFFICERS. The Corporation shall not lend any money or property to or guarantee the obligation of any director or officer without the approval of the California Attorney General; provided, however, that the Corporation may advance money to a director or officer of the Corporation for expenses reasonably anticipated to be incurred in the performance of his or her duties if that director or officer would be entitled to reimbursement for such expenses of the Corporation.

ARTICLE XII INDEMNIFICATION

Section 1: INDEMNIFICATION. To the fullest extent permitted by law, the Corporation shall indemnify its directors, officers, employees, and other persons described in Corporations Code Section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the Corporation by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in that section of the Corporations Code.

On written request to the Board of Directors by any person seeking indemnification under Corporations Code Section 5238 (b) or Section 5238 (c) the Board of Directors shall promptly decide under Corporations Code Section 5238 (e) whether the applicable standard of conduct set forth in Corporations Code Section 5238 (b) or Section 5238 (c) has been met and, if so, the Board of Directors shall authorize indemnification.

**ARTICLE XIII
INSURANCE**

Section 1: INSURANCE. The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its directors, officers, employees, and other agents, to cover any liability asserted against or incurred by any director, officer, employee, or agent in such capacity or arising from the director's, officer's, employee's, or agent's status as such.

**ARTICLE XIV
MAINTENANCE OF CORPORATE RECORDS**

Section 1: MAINTENANCE OF CORPORATE RECORDS. The Corporation shall keep:

- a. Adequate and correct books and records of account;
- b. Written minutes of the proceedings of the Board and committees of the Board; and
- c. Such reports and records as required by law.

**ARTICLE XV
INSPECTION RIGHTS**

Section 1: DIRECTORS' RIGHT TO INSPECT. Every director shall have the right at any reasonable time to inspect the Corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary, as permitted by California and federal law. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law (e.g., restrictions on the release of educational records under FERPA) pertaining to access to books, records, and documents. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents as permitted by California and federal law.

Section 2: ACCOUNTING RECORDS AND MINUTES. On written demand on the Corporation, any director may inspect, copy, and make extracts of the accounting books and records and the minutes of the proceedings of the Board of Directors and committees of the Board of Directors at any reasonable time for a purpose reasonably related to the director's interest as a director. Any such inspection and copying may be made in person or by the director's agent or attorney. This right of inspection extends to the records of any subsidiary of the Corporation.

Section 3: MAINTENANCE AND INSPECTION OF ARTICLES AND BYLAWS. The Corporation shall keep at its principal California office the original or a copy of the articles of incorporation and bylaws, as amended to the current date, which shall be open to inspection by the directors' at all reasonable times during office hours.

**ARTICLE XVI
REQUIRED REPORTS**

Section 1: ANNUAL REPORTS. The Board of Directors shall cause an annual report to be sent to itself (the members of the Board of Directors) within 120 days after the end of the Corporation's fiscal year. That report shall contain the following information, in appropriate detail:

- a. The assets and liabilities, including the trust funds, or the Corporation as of the end

of the fiscal year;

- b. The principal changes in assets and liabilities, including trust funds;
- c. The Corporation's revenue or receipts, both unrestricted and restricted to particular purposes;
- d. The Corporation's expenses or disbursement for both general and restricted purposes;
- e. Any information required under these bylaws; and
- f. An independent accountant's report or, if none, the certificate of an authorized officer of the Corporation that such statements were prepared without audit from the Corporation's books and records.

Section 2: ANNUAL STATEMENT OF CERTAIN TRANSACTIONS AND INDEMNIFICATIONS. As part of the annual report to all directors, or as a separate document if no annual report is issued, the Corporation shall, within 120 days after the end of the Corporation's fiscal year, annually prepare and mail or deliver to each director and furnish to each director a statement of any transaction or indemnification of the following kind:

- (a) Any transaction (i) in which the Corporation, or its parent or subsidiary, was a party, (ii) in which an "interested person" had a direct or indirect material financial interest, and (iii) which involved more than \$50,000 or was one of several transactions with the same interested person involving, in the aggregate, more than \$50,000. For this purpose, an "interested person" is either:
 - (1) Any director or officer of the Corporation, its parent, or subsidiary (but mere common directorship shall not be considered such an interest); or
 - (2) Any holder of more than 10 percent of the voting power of the Corporation, its parent, or its subsidiary. The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the Corporation, the nature of their interest, provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.
- (b) The amount and circumstances of any indemnifications aggregating more than \$10,000 paid during the fiscal year to any director or officer of the Corporation pursuant to Article XII of these Bylaws.

ARTICLE XVII BYLAW AMENDMENTS

Section 1: BYLAW AMENDMENTS. The Board of Directors may adopt, amend or repeal any of these bylaws by a majority vote of the directors present at a meeting duly held at which a quorum is present, except that no amendment shall change any provisions of any charter governing

any charter school operated as or by the Corporation or make any provisions of these bylaws inconsistent with such charter, the Corporation's articles of incorporation, or any laws.

ARTICLE XVIII
FISCAL YEAR

Section 1: FISCAL YEAR OF THE CORPORATION. The fiscal year of the Corporation shall begin on July 1st and end on June 30th of each year.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting Secretary of the Northern United Charter Schools, a California nonprofit public benefit corporation; that these bylaws, consisting of 13 pages, are the bylaws of the Corporation as adopted by the Board of Directors on October 21, 2019; and that these bylaws have not been amended or modified since that date.

Executed on October 21, 2019 at Yreka, California.

Lynda Speck, Secretary

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.5 Approval of the NUCS Conflict of Interest Code Revisions

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

Due to the passage of SB 126, the new law that pertains to charter school's governing boards, NUCS needs to make revisions to the Conflict of Interest Code per the advice of legal counsel.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Jere Cox

NORTHERN UNITED CHARTER SCHOOLS

CONFLICT OF INTEREST CODE

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, *et seq.*, the Northern United Charter Schools hereby adopts this Conflict of Interest Code (“Code”), which shall apply to all governing board members and all other designated employees of Northern United Charter Schools (“Charter School”), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be “designated employees.” The designated positions are listed in “Exhibit A” attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members, shall file a Statement of Economic Interest (“Statement”) at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee’s position is assigned in “Exhibit A.”

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in “Exhibit B.”

Statements Filed With the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School’s filing official shall make and retain a copy of the Statement and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the School Director, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

B. Governing Board Member Designated Employees

The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest).

Pursuant to Education Code section 47604.1 (effective Jan. 1, 2020), notwithstanding Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, an employee of a charter school shall not be disqualified from serving as a member of the governing body of the charter school because of that employee's employment status. A member of the governing body of a charter school who is also an employee of the charter school shall abstain from voting on, or influencing or attempting to influence another member of the governing body regarding, all matters uniquely affecting that member's employment.

EXHIBIT A

Designated Positions

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
Members of the Governing Board	1, 2
School Director	1, 2
Business Manager/CBO	1, 2
Consultants/New Positions	*

*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The School Director may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The School Director determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code § 81008).

EXHIBIT B

Disclosure Categories

Category 1

Designated positions assigned to this category must report:

- a) Interests in real property that are located in whole or in part within a two-mile radius:
 - of any authorizer that has authorized a school operated by Northern United Charter Schools, or
 - of any facility utilized by a school operated by Northern United Charter Schools, or
 - of a proposed site for a Northern United Charter Schools facility.
- b) Investments and business positions in business entities, and sources of income (including gifts, loans, and travel payments) of the type that engage in the purchase or sale of real property or are engaged in building construction or design.

Category 2

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by Northern United Charter Schools.

Category 3

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department.

NORTHERN UNITED CHARTER SCHOOLS

CONFLICT OF INTEREST CODE

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, *et seq.*, the Northern United Charter Schools hereby adopts this Conflict of Interest Code ("Code"), which shall apply to all governing board members and all other designated employees of Northern United Charter Schools ("Charter School"), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be "designated employees." The designated positions are listed in "Exhibit A" attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members, shall file a Statement of Economic Interest ("Statement") at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee's position is assigned in "Exhibit A."

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in "Exhibit B."

Statements Filed With the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School's filing official shall make and retain a copy of the Statement and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the School Director, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

B. Governing Board Member Designated Employees

The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest).



Summary of Comments on NUCS Conflict of Interest Code comments 091319 (SP).pdf

Page: 2

Number: 1 Author: shpark Subject: Sticky Note Date: 9/13/2019 4:55:04 PM

Please add the following paragraph to ensure compliance with SB 126 and ensure consistency with similar changes to the Bylaws:

"Pursuant to Education Code section 47604.1 (effective Jan. 1, 2020), notwithstanding Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, an employee of a charter school shall not be disqualified from serving as a member of the governing body of the charter school because of that employee's employment status. A member of the governing body of a charter school who is also an employee of the charter school shall abstain from voting on, or influencing or attempting to influence another member of the governing body regarding, all matters uniquely affecting that member's employment."

EXHIBIT A

Designated Positions

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
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Business Manager/CBO	1, 2
Consultants/New Positions	*

*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The School Director may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The School Director determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code § 81008).

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.6 Certification of Unaudited Actuals for Northern United - Siskiyou Charter School

Action Requested:

Approval

Previous Staff/Board Action, Background Information and/or Statement of Need:

This is a yearly requirement. Please see attached Unaudited Actual Financial Report. This is the report on the actual revenue and expenses, prior to be audited, for NU-SCS for the 2018-2019 school year. Once last year's financials are audited, there may be some minor revisions.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Kirk Miller, Tammy Picconi

Charter Number:

1958

To the entity that approved the charter school:

2018-19 CHARTER SCHOOL UNAUDITED ACTUAL FINANCIAL REPORT: This report is hereby approved and filed by the charter school pursuant to Education Code Section 42100(b).

Signed: _____ Date: _____
Charter School Official
(Original signature required)

Printed Name: Shari Lovett Title: Director

To the County Superintendent of Schools:

2018-19 CHARTER SCHOOL UNAUDITED ACTUAL FINANCIAL REPORT: This report has been reviewed and is hereby filed with the County Superintendent of Schools pursuant to Education Code Section 42100(a).

Signed: _____ Date: _____
Authorized Representative of
Charter Approving Entity
(Original signature required)

Printed Name: _____ Title: _____

To the Superintendent of Public Instruction:

2018-19 CHARTER SCHOOL UNAUDITED ACTUAL FINANCIAL REPORT: This report has been verified for mathematical accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100(a).

Signed: _____ Date: _____
County Superintendent/Designee
(Original signature required)

For additional information on the unaudited actual financial report, please contact:

For Approving Entity:

Deborah Y Pendley
Name

Associate Superintendent
Title

(530) 842-8424
Telephone

dpendley@siskiyoucoe.net
E-mail Address

For Charter School:

Kirk Miller
Name

Regional Director
Title

530 925-1463
Telephone

kmiller@nuarters.org
E-mail Address

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	1,411,020.00	1,429,088.00	1.3%
2) Federal Revenue		8100-8299	18,866.00	142,309.00	654.3%
3) Other State Revenue		8300-8599	0.00	27,954.00	New
4) Other Local Revenue		8600-8799	50,459.52	18,272.00	-63.8%
5) TOTAL, REVENUES			1,480,345.52	1,617,623.00	9.3%
B. EXPENSES					
1) Certificated Salaries		1000-1999	411,499.67	500,580.00	21.6%
2) Classified Salaries		2000-2999	80,907.18	113,803.00	40.7%
3) Employee Benefits		3000-3999	232,384.76	232,398.27	0.0%
4) Books and Supplies		4000-4999	138,465.04	475,645.00	243.5%
5) Services and Other Operating Expenses		5000-5999	595,061.24	604,371.39	1.6%
6) Depreciation		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	5,180.23	9,098.00	75.6%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			1,463,498.12	1,935,895.66	32.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			16,847.40	(318,272.66)	-1989.2%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	429,979.00	0.00	-100.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			429,979.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			446,826.40	(318,272.66)	-171.2%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	0.00	446,826.40	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	446,826.40	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			0.00	446,826.40	New
2) Ending Net Position, June 30 (E + F1e)			446,826.40	128,553.74	-71.2%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	446,826.40	128,553.74	-71.2%