Northern United Charter Schools

Board of Directors Regular Board Meeting

December 10, 2019

Members Present: Jere Cox, Rosemary Kunkler and Bianca Garza

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

Guests: Jennifer Fairbanks

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

- 1.1 **Pledge of Allegiance:**
- 1.2 **Adopt the Agenda:** A motion to adopt the agenda as posted was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

2.0 **STUDENT PRESENTATION:** There was not a presentation this month.

3.0 **CONSENT AGENDA:**

- 3.1 Consideration of Approval of Warrants and Payroll for NU-Humboldt Charter School:
- 3.2 Consideration of Approval of Warrants and Payroll for NU-Siskiyou Charter School:
- 3.3 Consideration of Approval of Minutes for the November 4, 2019 Board Meeting:
- 3.4 Consideration of Approval of Resignations, Hires, Leaves, and Change of Assignment: A motion to adopt the consent agenda was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

4.0 **PUBLIC COMMENTS:** There were no public comments.

5.0 **ACTION ITEMS TO BE CONSIDERED:**

- 5.1 **Annual Organizational Meeting:**
  - 5.1.1 **Election of Board and Corporate Officers:** Shari Lovett explained the process of electing the officers of the board and officers of the corporation. A motion to approve Jere Cox as President of the Board, Bianca Garza as Vice President of the board, and Shari Lovett as Executive Director of the Corporation, Tammy Picconi as the Treasurer of the Corporation and Lynda Speck as Secretary of the Corporation was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.
  - 5.1.2 **Adoption of the Northern United Charter School Board of Directors Meeting Calendar:** Shari Lovett went over the calendar with the board and explained why the June board meetings were later than the rest of the calendar. A motion to approve the board calendar as presented was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

5.2 **Approval of Sale and Disposal of Books, Equipment and Supplies Policy (2nd Reading):** A motion to approve the Sale and Disposal of Books, Equipment and Supplies Policy as presented was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

5.3 **Approval of Inventory Management Policy (2nd Reading):** A motion to approve the Inventory Management Policy as presented was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

5.4 **Approval of Equipment Management Policy (2nd Reading):** A motion to approve the Equipment Management Policy as presented was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

5.5 **Approval of the Budget Management Policy (2nd Reading):** A motion to approve the Budget Management Policy as presented was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

5.6 **Certification of Northern United-Humboldt Charter School's First Interim Budget:** Tammy Picconi presented an overview report of the first interim budget. She recommends the board certify a positive first interim budget. A motion to certify a positive first interim budget was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

5.7 **Approval of the Yreka Learning Center Field Trip to Wolf Creek, Oregon:** A motion to approve the Yreka Learning Center field trip to Wolf Creek, Oregon was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox – Aye, Rosemary Kunkler – Aye, and Bianca Garza – Aye. Motion carries unanimously.

6.0 **REPORTS:**

6.1 **Enrollment and Attendance Report:** In board packet:

6.2 **Financial Report for NU-Humboldt and NU-Siskiyou Charter Schools:** In board packet

6.3 **LCAP Report:** Shari updated the board on the LCAP process.

6.4 **Directors Report:** Shari Lovett reported on the following topics:

- Approval of NU-Siskiyou Charter School's Renewal Petition
- MOU Between Siskiyou County Office of Education and NU-Siskiyou Charter School
- School Dashboard release date
- Possible Cannabis Policy
- New facility update for Cutten Learning Center
- Public Charter School Grant Desk Review
- Meeting with Jennifer Fairbanks for oversight checklist
- Physical Fitness Test Policy

6.5 **Northern United-Humboldt Charter School Report:** Julie Smith gave a report of current events for NU-Humboldt Charter School.

6.6 **Northern United-Siskiyou Charter School Report:** Kirk Miller gave a report of current events for NU-Siskiyou Charter School.

6.7 **Board Report:** Board Members commented on school activities that they have participated in. Jere Cox commented on the super student and Shari Lovett spoke on the search for new board member.

7.0 DISCUSSION ITEMS:

7.1 **Discussion on the Board of Directors Visiting Learning Centers:** Shari Lovett will look to see if there is a protocol in board handbook.

8.0 NEXT BOARD MEETING:

8.1 **Possible Agenda Items:** Cutten School District food services contract, NU-Siskiyou Charter School's first interim, facility update, Form 700.

8.2 **Next Board Meeting:** The next meeting is Thursday, January 9, 2020.

9.0 ADJOURNMENT: Jere Cox adjourned the meeting at 5:32pm.

Official Board Signature _____ Date: Jan 9, 2020

Respectfully Submitted by Lynda Speck