

NUCS Board
Informational Packet

April 23, 2020

NUCS Board Meeting 4/23/2020 4:00pm

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

None

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 School Closure Resolution

Action Requested:

Approval

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

After discussion with our legal counsel at Young, Minney & Corr and our school auditor at David L. Moonie & Co., we determined that the schools would benefit from a board resolution regarding school closure.

Fiscal Implications:

None

Contact Person/s: Shari Lovett

Northern United Charter Schools Board of Directors
Resolution: N1920-2
CONCERNING MEASURES TO ADDRESS THE
ORGANIZATIONAL AND EDUCATIONAL IMPACTS OF THE
COVID-19 VIRUS

WHEREAS, Northern United Charter Schools (“Northern United”) operates Northern United - Humboldt and Northern United - Siskiyou Charter Schools (hereafter collectively referred to as “Charter Schools”);

WHEREAS, the safety and well-being of all students, staff, parents and stakeholders of the schools operated by Northern United is paramount; and

WHEREAS, in December 2019, an outbreak of respiratory illness due to a coronavirus now known as COVID-19 was first identified in Wuhan City, China and has since spread around the world, including the United States; and

WHEREAS, on January 23, 2020 the national Centers for Disease Control (“CDC”) activated its Emergency Response System to provide ongoing support for the response to COVID-19 across the country; and

WHEREAS, on January 24, 2020, the California Department of Public Health activated its Medical and Health Coordination Center and on March 2, 2020, the California Office of Emergency Services activated the State Operations Center to support and guide state and local actions to preserve public health; and

WHEREAS, on March 4, 2020 the Governor of the State of California declared an emergency statewide relating to COVID-19 and has directed state agencies to provide updated and specific guidance to schools; and

WHEREAS, the Governor has issued Executive Orders pertaining to school closures and other COVID-mitigation issues; and

WHEREAS, Northern United has been monitoring advice provided by the California Department of Education (“CDE”), the CDC, and the State and County health departments; and

WHEREAS, the number of confirmed cases of COVID-19 is growing at an alarming rate both around the world and in California; and

WHEREAS, thousands of Californians are home monitoring due to potential exposure to the virus; and

WHEREAS, experts anticipate that, while a high percentage of individuals affected by COVID-19 will experience mild flu-like symptoms, some will have more serious symptoms and require hospitalization, particularly individuals who are elderly or already have underlying chronic health conditions; and

WHEREAS, Northern United’s Charter Schools have some students, staff and family members who are likely at risk of more serious symptoms as a result of other health conditions; and

WHEREAS, nearly all public schools in California have closed in response to the pandemic; and

WHEREAS, the Charter School is having difficulty staffing its program given disruption caused to the lives of employees and their respective families during the pandemic; and

WHEREAS, other public schools in our counties have announced closure through the end of the school year in order to slow the spread of COVID-19 and the Governor has indicated in media statements that due to the virus mitigation measures most public schools in California may not re-open this academic year; and

WHEREAS, the Board of Directors previously determined that school closure is necessary in light of these circumstances; and

WHEREAS, there are numerous legal and organizational impacts to decisions made in response to the COVID-19 virus and strict adherence to provisions in existing school policies and/or procedures of the Charter School might prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

WHEREAS, guidance provided by local, state and federal authorities changes rapidly, sometimes multiple times a day, and this requires prompt adjustments by the Charter School;

NOW THEREFORE BE IT RESOLVED THAT THE Board of Directors of Charter School directs the following:

1. Charter Schools shall be closed and remain closed should the chartering authority, or local, state or federal government officials, including, but not limited to, the County Public Health Department (“Relevant Authorities”) direct or recommend the closure;
2. The Director shall have the additional authority to direct the closure of the Charter Schools for additional periods not covered in paragraph 1 based on the Director’s determination that it is necessary to protect student and/or staff health and safety until the pandemic is resolved;
3. The Executive Director shall have the authority to re-open the Charter Schools when she determines that the benefits of re-opening the Charter Schools outweigh the health risks to the students and staff so long as the school is not under an order from a Relevant Authority to close or subject to a recommendation to close by a Relevant Authority; and
4. In order to immediately protect the health and safety of pupils and employees, the Director may waive any school or organization-wide policy or procedure to implement directives from Relevant Authorities;
5. The Director shall have the authority to exclude anyone from school campuses other than students and employees, including parents and volunteers, in order to minimize risk of COVID-19 exposure from the surrounding community;
6. In order to immediately protect the health and safety of pupils and employees, the Director or designee may exclude pupil(s) or employee(s) from school or school activities as necessary to implement guidance or directives from Relevant Authorities or applicable law;

7. The Director or designee may hire additional staff or independent contractors as necessary or convenient for purposes of performing tasks recommended by Relevant Authorities or that the Director deems necessary in her discretion to mitigate the actual or potential impacts of COVID-19;
8. The Director or designee may direct that all parent meetings, conferences, discussions, or other required parent interactions be held telephonically in order to minimize potential exposure of our students and staff by parents or other community members;
9. As necessary, the Director, in consultation with Charter Schools legal counsel, is directed to negotiate and implement revisions to employment agreements for employees relating to impacts on the terms and conditions of employment caused by the actual or potential impacts of COVID-19;
10. As necessary, the Director, in consultation with Charter Schools legal counsel, is directed to negotiate any necessary changes to or cancelations of other non-employment contracts in order to mitigate losses that the Charter Schools would otherwise incur, or to provide different levels and types of services needed, as a result of actual or potential impacts of COVID-19;
11. The Director, in consultation with Charter Schools legal counsel and our granting agency, shall implement revisions to the academic calendar for the 2019-20 academic year, if necessary;
12. The Director, in consultation with Charter Schools legal counsel and our granting agency, shall prepare and file all necessary requests and supporting documentation to preserve full apportionment funding;
13. The Director, in consultation with Charter Schools legal counsel, may approve use of virtual, independent study or other distance learning programs designed to serve students who otherwise might be unserved;
14. The Director is directed to continuously inform families about updates to information and directives being received from Relevant Authorities;
15. The Director shall keep the Northern United Board and the charter school's parents and staff informed of his/her implementation of the provisions of this Resolution;
16. The Director shall consult with the Charter Schools' insurer for any advisement as to how to deal with virus related issues;
17. In order to immediately protect the health and safety of pupils and employees, the Director or designee may restrict or cancel the use of school facilities by off-campus groups and may restrict or cancel extra-curricular activities, field trips, sports, or other school activities sponsored by student or parent groups; and
18. The Director, after consulting the Board Chair, shall have the authority to exceed the level of expenditures that would ordinarily trigger the requirement to also obtain approval of the Board Chair or Board of Directors under Board fiscal policies in order to pay for expenses related to the items contained in this Resolution. However, the cumulative total of such expenses shall not reduce the Charter School's unrestricted reserves lower than three (3) percent without prior approval of the Board of Directors. Further, such expenses shall not exceed \$15,000 without approval of the Board Chair or Board of Directors. The Executive Director and Board Chair

shall be mindful of the Charter School's current fiscal condition in authorizing such expenditures.

19. The Board of Directors requests a report from the Executive Director about potential budget impacts of COVID on next fiscal year's budget as soon as such information is available.

PASSED AND ADOPTED by the Board of Directors of Northern United Charter Schools on this 23rd day of April 2020.

AYES:
NOES:
ABSTAIN:
ABSENT:

Secretary
Northern United Charter Schools

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.2 Approval of Early TK Enrollment in 2020-2021

Action Requested:

Approval

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

Pursuant to EC 48000(c), a child is eligible for TK if the child will have his or her fifth birthday between September 2 and December 2.

However, pursuant to AB 104, EC 48000(c)(3)(B)(i) a school district or charter school may, at any time during a school year (including at the beginning of the school year) admit a child to a TK program who will have his or her fifth birthday after December 2 but during that same school year, with the approval of the parent or guardian, if the governing board of the school district or the governing body of the charter school determines that the admittance is in the best interests of the child and the parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance. Average Daily Attendance (ADA) can be claimed for these students once they attain the age of five (EC 48000(c)(B)(ii)).

Fiscal Implications:

No fiscal implications prior to child's birthday and regularly apportioned ADA for a TK student after the student turns five.

Contact Person/s: Shari Lovett, Rebekah Davis

Ryleigh Hedding is a potential TK student for the 2020-2021 school year. Her birthdate falls short of the TK window by 5 days. Ryleigh's father and aunt are Mattole Valley Charter School- NCLA alumni, and they hope to continue the charter school tradition with her. Ryleigh is the oldest sibling in her family and shows many signs that she is ready to start school.

Rebecca Greta, CLC TK and K teacher, met with Ryleigh twice to assess her school readiness. Rebecca administered HCOE's Kindergarten Screening Tool (KST). Ryleigh scored the following on the KST:

4/8 rote counting
5/6 number naming
5/5 1-1 correspondance
3/4 shape recognition
4/4 patterning
Overall math score 21/27

3/26 lowercase letter recognition
8/26 uppercase letter recognition
6/8 concepts of print
5/5 name recognition
2/6 name writing
2/2 speech
Overall ELA score 21/37

6/6 self-portrait
Holds a pencil in a proper tripod

Realizing that this is the spring before the school year and that Ryleigh will be just a TK student, Rebecca feels confident that Ryleigh will be in similar ability with her peers. During the second round of testing, Ryleigh was more at ease and was able to be herself. At that time, she was confident and outgoing and showed that she is emotionally mature and ready to enter school.

Looking at CLC's TK/K 2020-2021 roster, there are very few female students. Ryleigh will help build the ratio of female to male students. Also, CLC and Rebecca have been trying to grow a solid TK population over the years. Adding Ryleigh Hedding seems like the logical thing to do.



«Reports



«Class Roster



Promote/Move Students

Teacher:



Rebecca Greta

School:



(NU - Humboldt Charter School)



Support



Log Out

Student: Ryleigh Hedding

Birthdate: (09/02/2016)

SSID:

« Return To Class Students



= Visual Test Available



= Student unable to complete task



Screening Incomplete (click to change)

Assessment given in:

English

Spanish

Other

3/26 LC Letters

8/26 UC Letters

Social Emotional/Self

			1 - Rarely	2 - Occasionally	3 - Usually	4 - Consistently	
1	0-5 pts	Cooperative/Responsible	0	1	3	5	0/5
2	0-5 pts	Respectful	0	1	3	5	0/5
3	0-5 pts	Self Regulates	0	1	3	5	0/5
4	0-5 pts	Independent	0	1	3	5	0/5
5	0-5 pts	Attentive Listener	0	1	3	5	0/5
6	0-5 pts	Transitions away from parents smoothly	0	1	3	5	0/5
							Subscore: 0/30

Mathematics

7	2 pts each	Rote Counting	Counts to 5	Counts to 10	Counts to 15	Counts 20 or more	4/8		
8	1 pt each	Number Naming	Names "0"	Names "1"	Names "2"	Names "3"	Names "4"	Names "5"	5/6
9	1 pt each	1-1 Correspondence	Counts 1	Counts 2	Counts 3	Counts 4	Counts 5	5/5	
10	1 pt each	Shape Recognition	Names Circle	Names Square	Names Triangle	Names Rectangle	3/4		
11	2 pts	Patterning	Extends Pattern 1 step	Extends Pattern 2 steps				4/4	
							Subscore: 21/27		

Language and Literacy

12	2 pts each	Lowercase Letter Recognition	Names 3-5	Names 6-8	Names 9-11	Names 12 or More	2/8
13	2 pts each	Uppercase Letter Recognition	Names 3-5	Names 6-8	Names 9-11	Names 12 or More	4/8
14	2 pts each	Concepts of Print	Finds Front of Book	Points to first word	Knows print carries meaning	Predicts what story is about	6/8
15	5 pts	Name Recognition	Child recognizes name				5/5
16	2 pts each	Name Writing	Writes a few letters	Writes most letters	Writes full first name	2/6	
17	2 pts each	Speech is understandable	50 - 75% is intelligible	At least 75% intelligible			2/2
							Subscore: 21/37

Self-Portrait

18	2 pts each	Self-Portrait	Draws self with 3-5 parts	Draws self with 6-8 parts	Draws self with 9 or more parts	6/6	
							Subscore: 6/6

Total Score

Total: 48/100

Additional Information

Gender:	Male	Female	
English Learner:	Yes	No	
Attended Preschool:	Yes	No	
Attended Playgroup:	Yes	No	
Has an IEP:	Yes	No	
Pencil Grip:	Fisted	Tripod	
Handedness:	Right	Left	Undecided

Total Number of Letters Recognized:

Lowercase: [Select All](#) | [De-Select All](#)

Total:

m	a	s	w	e	t	c	f	l	n	o	b	u
d	g	i	x	h	j	k	p	r	v	z	q	y

3

Uppercase: [Select All](#) [De-Select All](#)

Total:

M	A	S	W	E	T	C	F	L	N	O	B	U
D	G	I	X	H	J	K	P	R	V	Z	Q	Y

8

Comments / Notes

Enter additional comments or information here



To Whom It May Concern:

I am writing to you today to advocate for my daughter Ryleigh Hedding. Ryleigh is a very bright little girl who can converse with adults with ease. The only way to really understand her readiness to move forward with her education would be to talk to her. Ryleigh's birthday is December 7, 2015 and to my understanding that is five days beyond the cutoff date for her to begin T-K this fall. I strongly believe it would be a huge disservice to her to be required to wait an entire year to begin. We are hoping for her to attend Northern United Charter School as her father, Ryan Hedding, and her aunt, Matteya Ivey, both attended Mattole charter. We would love to set up a meeting with whomever to meet with Ryleigh and get a better understanding as to why we are urging you to make an exception.

Thank you for your time,
Sincerely,
Jessica Hedding

707-599-5147
jhedding215@gmail.com

Agenda Item 4.

ACTION ITEMS TO BE CONSIDERED

Subject:

4.3 Approval of 2020-2021 Pay Schedule

Action Requested:

Approval

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

The Board previously discussed amending the pay schedule in order to offer an educational incentive for classified staff and to include the Regional Director pay line to the schedule as to eliminate the need for a separate stipend. In addition, clean up language was added to the pay schedule regarding the differing parameters for a tutor and a small group instructor.

Fiscal Implications:

Unknown at this time

Contact Person/s: Shari Lovett



NORTHERN UNITED CHARTER SCHOOLS

PAY SCHEDULE EFFECTIVE 7/01/2019

CERTIFICATED EMPLOYEE PAY SCHEDULE

CERTIFICATED SALARIED EMPLOYEE

Row	Position	Step I	Step II	Step III	Step IV	Step V
1	Regional Director	\$71,000	\$73,500	\$76,000	\$78,500	\$81,000
2	Director	\$62,900	\$64,900	\$66,900	\$68,900	\$70,900
3	School Psychologist	\$61,200	\$63,200	\$65,200	\$67,200	\$69,200
4	Counselor	\$61,200	\$63,200	\$65,200	\$67,200	\$69,200
5	Content Specialist/LR Specialist	\$52,800	\$54,800	\$56,800	\$58,800	\$60,800
6	Speech/Sp.Ed Teacher	\$52,800	\$54,800	\$56,800	\$58,800	\$60,800

TEACHER		
Step	Salary Amount	Per Student Amount (non - center based)
1	\$43,000	\$1720 per year per student
2	\$45,000	\$1800 per year per student
3	\$47,000	\$1880 per year per student
4	\$49,000	\$1960 per year per student
5	\$51,000	\$2040 per year per student
6	\$53,000	\$2120 per year per student
7	\$55,000	\$2200 per year per student
8	\$57,000	\$2280 per year per student
9	\$59,000	\$2360 per year per student
10	\$61,000	\$2420 per year per student

STRS Post Retirement Earnings Limit: \$47,713 **Masters Degree:** \$550 per year (Only 1 recognized)
Substitute Teacher: \$137.50/day
Certificated One-On-One Tutor: \$17.50 = 1-2 students **Longevity:** \$300-6th yr., \$350-7th yr.
Certificated Small Group Instructor: \$35.00 = 3 or more students **\$400-8th yr., \$450-9th yr., \$500-10th yr.**

CLASSIFIED EMPLOYEE PAY SCHEDULE

CLASSIFIED SALARIED EMPLOYEE

Row	Position	Step I	Step II	Step III	Step IV	Step V
1	Director	\$60,900	\$62,900	\$64,900	\$66,900	\$68,900
2	Coordinator	\$52,800	\$54,800	\$56,800	\$58,800	\$60,800
3	Registrar	\$41,000	\$43,000	\$45,000	\$47,000	\$49,000

CLASSIFIED HOURLY EMPLOYEE

Row	Position	Step I	Step II	Step III	Step IV	Step V
1	Regular Education Aide	\$14.00	\$14.50	\$15.00	\$15.50	\$16.00
2	Office Clerk /Secretary	\$14.00	\$14.50	\$15.00	\$15.50	\$16.00
3	Technician	\$17.50	\$18.00	\$18.50	\$19.00	\$19.50
4	Administrative Assistant	\$19.00	\$19.50	\$20.00	\$20.50	\$21.00
5	Custodian/Maintenance	\$14.00	\$14.50	\$15.00	\$15.50	\$16.00
6	Cook	\$14.00	\$14.50	\$15.00	\$15.50	\$16.00

Classified One-One Tutor \$17.00 = 1-2 students **Bachelor Degree = \$350**
Classified Small Group Instructor \$33.00 = 3 or more students **Associate Degree = \$150**
Longevity: \$300-6th yr., \$350-7th yr., \$400-8th yr., \$450-9th yr., \$500-10th yr.

Agenda Item 5.
REPORTS

Subject:

5.1 Board Report

Action Requested:

Information

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

Each month the Board may give a report related to the governance of the schools.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Jere Cox

Agenda Item 5.
REPORTS

Subject:

5.2 Director's Report

Action Requested:

Information

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

Each month the Director may give a report on the state of the schools.

Fiscal Implications:

None

Contact Person/s: Shari Lovett, Jere Cox

Agenda Item 6.
DISCUSSION ITEMS

None

Agenda Item 7.
NEXT BOARD MEETING

Subject:

7.1 Possible Future Agenda Items

Action Requested:

None

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

Discussion of topics to cover at the next meeting: Director's evaluation, Director's contract, Annual Update and LCAP report

Fiscal Implications:

None

Contact Person/s:

Shari Lovett, Jere Cox

Agenda Item 7.
NEXT BOARD MEETING

Subject:

7.2 Next Board Meeting Date: May 14th

Action Requested:

None

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

The next board meeting is based on the board adopted meeting schedule.

Fiscal Implications:

None

Contact Person/s:

Shari Lovett, Jere Cox

Agenda Item 8.

OPEN SESSION BEFORE CLOSED SESSION

Subject:

8.1 The Board Chair will verbally review items to be discussed during Closed Session as listed below.

8.2 Closed Session Open Hearing

8.3 Adjourn to Closed Session

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962. Closed Session attendees will include: Board members; Shari Lovett: Director; Matejka Handley: Legal Counsel with Young, Minney and Corr; and other individuals that may be invited to attend by the Board.

8.3.1 Conference with Legal Counsel - Existing Litigation (Paragraph (1) of subdivision (d) of Section 54956.9): Name or number: 2020010951

8.3.2 Public Employee Performance: Title: Charter Director

8.3.3 Conference with Labor Negotiator, Unrepresented Employee: Charter Director

Action Requested:

None.

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

The Brown Act requires that the items listed under this agenda item are discussed and/or acted upon in closed session.

Fiscal Implications:

To be determined.

Contact Person/s: Shari Lovett, Jere Cox

Agenda Item 9.

RECONVENE IN OPEN SESSION

Subject:

9.1 Report of action taken during Closed Session

Action Requested:

None.

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

None.

Fiscal Implications:

To be determined.

Contact Person/s: Jere Cox

Agenda Item 10.

ADJOURN