

**Northern United Charter Schools
Board of Directors
Regular Board Meeting Minutes
November 12, 2020**

Board Members Present: Jere Cox, Bianca Garza, Jeff Lanphere, Rosemary Kunkler
Board members Absent: None

Staff Present: Shari Lovett, Julie Smith, Rebekah Davis, Kirk Miller, Tammy Picconi, Rebecca Zuspan, Rada McConaughy, MaryAnn Lyons, Roxy Kennedy

Guests Present: Leslie Bandi, Sarah Ganas, Dan Nelson, Judi Nelson, Patty Burlison

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: A motion to adopt the agenda as posted was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion carries unanimously.

2.0 CONSENT AGENDA:

2.1 Approval of Warrants and Payroll for Northern United-Humboldt Charter School

2.2 Approval of Warrants and Payroll for Northern United-Siskiyou Charter School (1015, 1001, 1029)

2.3 Approval of Board Minutes for September 11, 2020, October 8, 2020 and October 27, 2020

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

A motion to approve the consent agenda was made by Bianca Garza and seconded by Jeff Lanphere. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion carries unanimously.

3.0 PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:

A parent from the Willow Creek Learning Center came to ask the board to add re-opening to the agenda. They want the board to consider opening before the second semester. Jere Cox let her know that it is already an item on the agenda.

4.0 ACTION ITEMS TO BE CONSIDERED:

4.1 Approval of the Reopening of Northern United Charter School Facilities: Shari Lovett reviewed the survey results, as well as the recommendation for moving to the next phase of the reopening plan. She also discussed the reopening criteria. Members of the public commented on this item. A motion to move this item to a special board meeting was made by Rosemary Kunkler and seconded by Jeff Lanphere. Rosemary Kunkler amended the motion to table this discussion. The amended motion was seconded by Jeff Lanphere. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion carries unanimously.

- 4.2 Certification of Unaudited Actuals for NU-Siskiyou Charter School:** Shari Lovett explained that these are the actual expenditures from the 2019-2020 fiscal year. They have not yet been audited so there may be some changes once the audit is complete. A motion to approve the unaudited actions for NU-Siskiyou Charter School was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere-Aye. Motion carries unanimously.
- 4.3 Resolution S2021-1: Resolution for Siskiyou County Office of Education to Transfer Funds within NU-Siskiyou Charter Schools' Account -** Shari Lovett explained that Siskiyou County Office of Education (SCOE) must have approval from the board in order to transfer funds within our account. This resolution allows SCOE to make corrections to our account that are needed based on the unaudited actuals. A motion to adopt Resolution S2021-1 for Siskiyou Office of Education to transfer funds with NU-Siskiyou Charter Schools' account was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion carries unanimously.
- 4.4 Approval of the Memorandum Of Understanding (MOU) between NU-Humboldt Charter School and NU-Siskiyou Charter School:**
Shari Lovett explained that employees who do jobs for both NU-HCS and NU-SCS are all paid through NU-Humboldt Charter School. This is due to the fact that both entities have the same federal tax ID # and only one W2 may be issued. This MOU allows for NU-Humboldt Charter School to invoice NU-Siskiyou Charter School for their portion of salaries and benefits of the shared employees. This year NU-Humboldt Charter School will invoice NU-Siskiyou Charter School two times rather than once as in the past. A motion to approve the MOU between NU-Humboldt Charter School and NU-Siskiyou Charter School was made by Rosemary Kunkler and seconded by Bianca Garza. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion carries unanimously.
- 4.5 Approval of the MOU between NU-Humboldt Charter School and Humboldt County Office of Education (HCOE) for Career and Technical Education (CTE) Teacher:** Shari Lovett explained that HCOE employs a CTE teacher that is shared by several schools. Each school pays their portion of the teacher's salary and benefits. A motion to approve the MOU was made by Jeff Lanphere and seconded by Rosemary Kunkler. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion carries unanimously.
- 4.6 Approval of the Independent Study Policy:** Shari Lovett explained that each year we are required to review and update (if necessary) our Independent Study Policy. A motion to approve the Independent Study Policy was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere-Aye. Motion carries unanimously.
- 4.7 Approval of the Single Plan for Student Achievement (SPSA) for NU-Siskiyou Charter School:** Shari Lovett explained the purpose of the SPSA. The plan spells out how we will support students at risk or eligible for Title 1. It shows the actions and services, as well as the costs associated with those actions. The SPSA was completed this year because the mandate to complete the LCAP was waived by the State due to Covid-19. However, the federal government did not waive the requirement for a plan that shows federal expenditures. The SSC has developed and approved this SPSA and has recommended that the Board approve the plan. A motion to approve the Single Plan for Student Achievement for NU-Siskiyou Charter School was made by Rosemary Kunkler and seconded by Jeff Lanphere. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion carries unanimously.

4.8 Approval of the Reassignment of a Siskiyou Director to a Humboldt Director Seat of the NUCS Board of Directors: Shari Lovett went over our bylaws concerning board vacancy. She reviewed the options for reassigning the open seat. A motion to approve the reassignment of a Siskiyou Director to a Humboldt Director seat of the NUCS Board of Directors was made by Bianca Garza and seconded by Rosemary Kunkler. Vote taken: Jere Cox- Aye, Bianca Garza- Aye, Rosemary Kunkler-Aye, and Jeff Lanphere- Aye. Motion Carries unanimously.

5.0 REPORTS:

5.1 Enrollment and Attendance Report: See report in packet.

5.2 Financial Report for NU-Humboldt Charter School and NU-Siskiyou Charter School: See report in packet.

5.3 Director's Report: - Shari Lovett discussed the following topics:

- Our schools' loan options. She submitted applications to California School Finance Authority for both NU-HS and NU-SCS. She is researching loan options with Charter School Capitol.
- Submission of an exemption to the deferrals to HCOE for their review and certification. She will continue to update the board on this as more information is available.
- First meeting of the facility committee. A timeline was developed, as well as a discussion regarding a possible change in the instructional model for CLC.

5.4 Northern United - Humboldt Charter School Report: See report in packet.

5.5 Northern United - Siskiyou Charter School Report: See report in packet.

5.6 Board Report

Bianca Garza liked the Yreka Learning Center Welcome Back video that Kirk shared.

Rosemary Kunkler thanked the visitors that came to the board meeting and appreciates the staff and visitors for the passionate response to this tough topic. Jeff Lanphere commented on the letters from the parents, staff, and teachers. He gets where they are coming from. Thank you for taking the time to write them and to express their hearts to the Board. He thanked Kirk for his well done video. He thanked Shari for being the director she is and that she takes care of us and looks at all options to make things better. Rosemary Kunkler agreed. Jere Cox said he thinks they make a good team and that there is strength in numbers.

6.0 DISCUSSION ITEMS

6.1 Discussion of Telework Policy (First Reading): Shari Lovett discussed the draft telework policy and the heightened need for such a policy. If anyone has any feedback, please email Shari prior to the next board meeting. The policy will be on the November special board agenda as an action item.

6.2 Discussion of Reappointment of Board Members to the NUCS Board of Directors: Shari Lovett discussed that two board members hold a seat in which the term is ending in December. Both of these board members expressed an interest in continuing in their roles. In December, the Board will vote to appoint these two members.

7.0 NEXT BOARD MEETING:

7.1 Possible Agenda Items: Telework Policy second reading- add to the 11/17 meeting, First Interim Budgets, Budget Overview for Parents, Organizational Meeting

7.2 Next Board Meeting Date: Regular board meeting will be December 10, 2020 at 4pm. Special board meeting for the reopening plan and phase 3 opening will be on November 17, 2020 at 4pm.

8.0 ADJOURNMENT: Jere Cox adjourned the meeting at 7:00pm.

Ben A. Gray