

Northern United Charter Schools

Board of Directors

Regular Board Meeting

April 5, 2023

Members: Rosemary Kunkler, Jere Cox, Melissa Johnson and Aime Snider

Staff: Shari Lovett, Rebekah Davis, Kirk Miller, Tammy Picconi, Lisa Ambrosini, Jen Rand, Dawn Fryling, and Julia Anderson

Guests: Rick Swanner, Chelsi Gautreaux

- 1.0 CALL TO ORDER:** Rosemary Kunkler called the meeting to order at 4:07pm.
 - 1.1 Pledge of Allegiance**
 - 1.2 Adopt the Agenda:** A motion to adopt the agenda as posted was made by Jere Cox and seconded by Melissa Johnson. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.
- 2.0 PUBLIC COMMENTS:** Rick Swanner spoke about safety of children in schools. He asked the board to consider armed security and a non-lethal product called BYRNA. Chelsi Gautreaux spoke about the impact of students completing mission projects.
- 3.0 CONSENT AGENDA:**
 - 3.1 Consideration of Approval of Warrants and Payroll for Northern United-Humboldt Charter School**
 - 3.2 Consideration of Approval of Warrants and Payroll for Northern United-Siskiyou Charter School (0307, 0321)**
 - 3.3 Consideration of Approval of Minutes for the March 8, 2023 Board Meeting**
 - 3.4 Consideration of Resignations, Hires, Leaves, and Change of Assignments**
 - 3.5 Consideration of Approval of Williams’ Uniform Complaint, Quarterly Report for Northern United-Siskiyou Charter School**
 - 3.6 Consideration of Approval of Northern United Charter Schools Board Member Resignation** Rosemary read a letter from Bianca. A motion to approve the consent agenda was made by Melissa Johnson and seconded by Aime Snider. Vote taken: Melissa Johnson - Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries. Jere Cox spoke about Bianca Garza resigning her position on the board. The board wishes her the best.
- 4.0 ACTION ITEMS TO BE CONSIDERED:**
 - 4.1 Approval of Art, Music and Instructional Materials Discretionary Block Grant for Northern United-Humboldt Charter School:** Shari Lovett explained the grant and how the school was going to use the \$139,201 that was awarded. A motion to approve the Art, Music and Instructional Materials Discretionary Block Grant for Northern United-Humboldt Charter School was made by Jere Cox and seconded by Aime Snider. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.

- 4.2 Approval of Art, Music and Instructional Materials Discretionary Block Grant for Northern United-Siskiyou Charter School:** Shari Lovett explained the grant and how the school was going to use the \$99,059 that was awarded. A motion to approve the Art, Music and Instructional Materials Discretionary Block Grant for Northern United-Siskiyou Charter School was made by Melissa Johnson and seconded by Jere Cox. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.
- 4.3 Approval of Employer Contribution towards Health Benefits:** Shari Lovett explained the rate increases and that open enrollment would be in May. A motion to provide health benefits as recommended for the 2023-2024 school year was made by Jere Cox and seconded by Aime Snider. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.
- 4.4 Certification of Corrective Action Plan for the Year Ended June 30, 2022 for Northern United-Humboldt Charter School’s Audit:** Shari Lovett explained the details of the corrective plan. A motion to certify the corrective action plan for the year ended June 30, 2022 for Northern United – Humboldt Charter School was made by Jere Cox and seconded by Melissa Johnson. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.
- 4.5 Approval of Financial Statements with Independent Auditor’s Report for Fiscal Year 2021-2022 for Northern United-Humboldt Charter School:** A motion to approve the Financial Statements with Independent Auditor’s Report for Fiscal Year 2021-2022 for Northern United-Humboldt Charter School was made by Aime Snider and seconded by Jere Cox. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.
- 4.6 Approval of Onboarding/Offboarding Protocol for the Northern United Charter Schools ‘Board Handbook:** After a discussion was held on the changes to the protocol, a motion to table this item until next board meeting was made by Jere Cox and seconded by Melissa Johnson. Motion was withdrawn. More discussion was held on forming a subcommittee to work on the handbook. There were no other motions on this item.
- 4.7 Approval of 2023-2024 Northern United Charter School’s Certificated and Classified Pay Schedules:** Shari Lovett explained the additions and changes to the pay schedules. A motion to approve the 2023-2024 certificated and classified pay schedules was made by Aime Snider and seconded by Melissa Johnson. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.
- 4.8 Approval of Briceland Learning Center Overnight Field Trip to Oregon:** Motion to approve the overnight field trip to Oregon for Briceland Learning Center was made by Jere Cox and seconded by Melissa Johnson. Vote taken:

Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.

- 4.9 Selection of Independent Auditor for Fiscal Year 2023-2024 for Northern United Charter Schools:** Shari Lovett explained that our current auditor will no longer be auditing for schools and after research she recommends going with Clifton, Larson, Allen, LLC. A motion to approve Clifton, Larson, Allen, LLC as our independent auditor for the 2023-2024 fiscal year was made by Jere Cox and seconded by Aime Snider. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.

5.0 REPORTS:

5.1 Enrollment and Attendance Report: In packet

5.2 Financial Report for Northern United-Humboldt and Northern United-Siskiyou Charter Schools:

5.3 Directors Report: Shari Lovett reported on the following topics:

- New facility for Mt. Shasta Learning Center
- Meeting with Siskiyou County Office of Education on first Tuesday of the Month
- Scanning of student records
- Northern United-Humboldt on the ATSI list due to chronic absenteeism
- Report on NUCS Annual Goals

5.4 Northern United-Humboldt Charter School: Rebekah Davis reported that Roxy Kennedy was nominated for Humboldt County Classified Staff of the Year and Cathie Shermer got awarded the Humboldt County Teacher of Excellence award.

5.5 Northern United-Siskiyou Charter School: In packet

5.6 Board Report: Rosemary Kunkler gave Tammy Picconi kudos for the new postcards and gave a shout out to Debbi Sholes for her work with students on Godwit Days. She commented on the spaghetti feed benefit, the dance and talent show. Kudos to Rebekah Davis for putting it all together.

6.0 OPEN SESSION BEFORE CLOSED SESSION:

6.1 Rosemary Kunkler reviewed the item to be discussed in close session: Charter Director Evaluation.

6.2 Closed Session Open Hearing: Lynda Speck and Kirk Miller spoke to how great Shari Lovett is as a leader and boss.

6.3 Adjourn to Closed Session: Rosemary Kunkler adjourned to closed session at 6:00pm.

7.0 RECONVENE IN OPEN SESSION: Rosemary Kunkler reconvened to open session at 6:47pm.

8.0 NEXT BOARD MEETING:

8.1 Possible Agenda Items: Onboarding/Offboarding Protocol, appointment of new vice-chair, and board handbook

8.2 Next Board Meeting: Then next board meeting is May 10th, 2023 at 4pm.

9.0 ADJOURNMENT: Rosemary Kunkler adjourned the meeting at 6:54pm.

- 4.2 Approval of Art, Music and Instructional Materials Discretionary Block Grant for Northern United-Siskiyou Charter School:** Shari Lovett explained the grant and how the school was going to use the \$99,059 that was awarded. A motion to approve the Art, Music and Instructional Materials Discretionary Block Grant for Northern United-Siskiyou Charter School was made by Melissa Johnson and seconded by Jere Cox. Vote taken: Melissa Johnson – Aye, Aime Snider-Aye, Jere Cox-Aye, and Rosemary Kunkler-Aye. Motion carries.
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