

**Northern United Charter Schools
Board of Directors Regular Board Meeting Minutes
June 28, 2023
4pm**

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

Members Absent: Jere Cox

Staff: Shari Lovett, Tammy Picconi, Kirk Miller, Lynda Speck, Rebekah Davis and Sara Thompson

- 1.0 **CALL TO ORDER:** Rosemary Kunkler called the meeting to order at 4:04 pm.
 - 1.1 **PLEDGE OF ALLEGIANCE:**
 - 1.2 **ADOPT THE AGENDA:** A motion to approve the agenda as posted was made by Jere Cox and seconded by Aime Snider. Vote taken: Jere Cox - Aye, Aime Snider – Aye, Melissa Johnson-Aye, And Rosemary Kunkler – Aye. Motion carries.
- 2.0 **CONSENT AGENDA:**
 - 2.1 **Consideration of Approval of Warrants and Payroll for NU-Humboldt Charter School:**
 - 2.2 **Consideration of Approval of Warrants and Payroll for NU-Siskiyou Charter School (Batches 0502, 0522, 0525,0606, 0612, 0622):**
 - 2.3 **Consideration of Approval of Board Minutes for May 10, 2023 Board Meeting:**
 - 2.4 **Consideration of Approval for Resignations, Hires, Leaves and Change of Assignment:** A motion to approve the consent agenda was made by Jere Cox and seconded by Aime Snider. Vote taken: Jere Cox - Aye, Aime Snider – Aye, Melissa Johnson-Aye, And Rosemary Kunkler – Aye. Motion carries.
- 3.0 **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:** No public comments.
- 4.0 **PUBLIC HEARINGS:**
 - 4.1 **Public Hearing: 2023-2024 Education Protection Account Resolution and Planned Expenditures for Northern United-Humboldt Charter School:** Rosemary Kunkler opened the public hearing at 4:09pm. Shari Lovett explained that this was the opportunity for the public to speak about the expenditure plan for NU-Humboldt Charter School. There were no comments and Rosemary Kunkler closed the public hearing at 4:11pm
 - 4.2 **Public Hearing: 2023-2024 Education Protection Account Resolution and Planned Expenditures for Northern United-Siskiyou Charter School:** Rosemary Kunkler opened the public hearing at 4:11pm. Shari Lovett explained the expenditure plan for NU-Siskiyou Charter School. There were no comments and Rosemary Kunkler closed the public hearing at 4:12pm
 - 4.3 **Public Hearing: 2023-2024 Final Budget Adoption for Northern United-Humboldt Charter School:** Rosemary Kunkler opened the Public Hearing at 4:12pm. Tammy Picconi presented the final budget to the board and referred the board to the summary. There were no comments and Rosemary Kunkler closed the hearing at 4:15pm.
 - 4.4 **Public Hearing: 2023-2024 Final Budget Adoption for Northern United-Siskiyou Charter School:** Rosemary Kunkler opened the Public Hearing at 4:15pm. Tammy Picconi presented the final budget to the board. There were no comments and Rosemary Kunkler closed the hearing at 4:16pm.

- 4.5 Public Hearing: 2023-2024 Local Control and Accountability Plan(LCAP) for Northern United-Humboldt Charter School:** Rosemary Kunkler opened the the Public Hearing at 4:16pm. Shari Lovett went over the LCAP for NU-Humboldt Charter School. Melissa Johnson said that the document was easy to digest and Jere Cox commented on the format of the document and thanked Kirk Miller and Shari Lovett for their work. Rosemary Kunkler closed the Public Hearing at 4:24pm.
- 4.6 Public Hearing: 2023-2024 Local Control and Accountability Plan(LCAP) for Northern United-Siskiyou Charter School:** Rosemary Kunkler opened the the Public Hearing at 4:24pm. Shari Lovett went over the LCAP for NU-Siskiyou Charter School. There were no comments. Rosemary Kunkler closed the Public Hearing at 4:28pm.

5.0 ACTION ITEMS TO BE CONSIDERED:

- 5.1 Approval of Education Protection Account Resolution and 2023-2024 EPA Planned Expenditures for Northern United-Humboldt Charter School:** A motion to adopt the Education Protection Account Resolution and the Planned Expenditures for Northern United-Humboldt Charter School was made by Aime Snider and seconded by Jere Cox. Vote taken: Jere Cox - Aye, Aime Snider – Aye, Melissa Johnson-Aye, And Rosemary Kunkler – Aye. Motion carries.
- 5.2 Approval of Education Protection Account Resolution and 2023-2024 EPA Planned Expenditures for Northern United-Siskiyou Charter School:** A motion to approve the Education Protection Account Resolution and the Planned Expenditures for Northern United-Siskiyou Charter School was made by Melissa Johnson and seconded by Aime Snider. Vote taken: Jere Cox - Aye, Aime Snider – Aye, Melissa Johnson-Aye, And Rosemary Kunkler – Aye. Motion carries.
- 5.3 Approval of Warrant Distribution Authorization Form CS-1 and Certification Form CS-7 for Northern United – Humboldt Charter School:** Shari Lovett went over the forms with the board. A motion to approve the Warrant Distribution Authorization Form C-1 and Certification Form CS-7 for Northern United-Humboldt Charter School was made by Aime Snider and seconded by Melissa Johnson. Vote taken: Jere Cox - Aye, Aime Snider – Aye, Melissa Johnson-Aye, And Rosemary Kunkler – Aye. Motion carries.
- 5.4 Approval of Certification of Signatures for Northern United-Siskiyou Charter School:** Shari Lovett went over the certification of signatures with the board. A motion to approve the certification of signatures for Northern United-Siskiyou Charter School was made by Jere Cox and seconded by Aime Snider. Vote taken: Jere Cox - Aye, Aime Snider – Aye, Melissa Johnson-Aye, And Rosemary Kunkler – Aye. Motion carries.
- 5.5 Approval of the 2021 Federal and State Taxes for Northern United Charter School:** Shari Lovett explained the taxes for the charter school and our exemption due to our non-profit status. A motion to approve the 2021 Federal and State taxes for Northern United Charter School was made by Jere Cox and seconded by Melissa Johnson. Vote taken: Jere Cox - Aye, Aime Snider – Aye, Melissa Johnson-Aye, And Rosemary Kunkler – Aye. Motion carries
- 5.6 Approval of Financial Statements with Independent Auditor’s Report for Fiscal Year 2021-2022 for Northern United-Siskiyou Charter School:** Shari explained why this was on the agenda. Report now includes the federal single audit that is required.

Motion to approve the Financial Statements with Independent Auditor's Report for Fiscal Year 2021-2022 for Northern United-Siskiyou Charter School was made by Jere Cox and seconded by Aime Snider. Vote taken: Jere Cox - Aye, Aime Snider - Aye, Melissa Johnson-Aye, And Rosemary Kunkler - Aye. Motion carries.

- 5.7 **Approval of Financial Statements with Independent Auditor's Report for Fiscal Year 2021-2022 for Northern United Charter Schools:** Shari Lovett explained that this report is a combined audit that is what Northern United is required to do because we have the same tax ID number for both schools. A motion to approve the Financial Statements with Independent Auditor's Report for Fiscal Year 2021-2022 for Northern United Charter Schools was made by Melissa Johnson and seconded by Aime Snider. Vote taken: Jere Cox - Aye, Aime Snider - Aye, Melissa Johnson-Aye, And Rosemary Kunkler - Aye. Motion carries

6.0 **REPORTS:**

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

6.2 **Financial Reports for Northern United-Humboldt Charter School and Northern United-Siskiyou Charter School:** In board packet.

6.3 **Directors Report:** Shari Lovett spoke to the following topics:

- Retirement gathering for Roxy Kennedy, Tammy Picconi and Heather Scharlack.
- Graduation ceremonies for both NU-Humboldt and NU-Siskiyou Charter Schools
- Community School conference
- Hiring of Community School Coordinators for each school
- Moving of the records office to Cutten
- AVID Summer Institute
- Reporting to Siskiyou County Office of Education to revise charter
- Summer programs
- Hiring of new staff

6.4 **Northern United-Humboldt Charter School:** In board packet.

6.5 **Northern United-Siskiyou Charter School:** In board packet.

6.6 **Board Report:**

Jere Cox: Reported he was glad he was not traveling so he could make these important meetings.

Aime Snider: No Report

Melissa Johnson: Thanked Aime for accepting vice chair position and thanked the board for their work on the onboarding/offboarding protocols

Rosemary Kunkler: Reported that she attended the high school graduation at College of the Redwoods and wanted to thank everyone who contributed to make the day special.

7.0 **NEXT BOARD MEETING:**

7.1 **Possible Agenda Items:** Roles of board officers, adoptions, Jere spoke of putting board vacancies on the September agenda, asking board members whose terms are expiring what their intentions are.

7.2 **Next Board Meeting:** Next board meeting is June 29, 2023 at 4:00pm.

8.0 **ADJOURNMENT:** Rosemary Kunkler adjourned the meeting at 5:09pm.

