

**Northern United Charter Schools**  
**Board of Directors Regular Board Meeting Minutes**

**December 13, 2023**

**3:30 pm**

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

**Members Absent:**

**Staff:** Shari Lovett, Kirk Miller, Lynda Speck, Kelley Withers, Rebekah Davis, Lisa Ambrosini, Jennifer Rand, and Julia Anderson

**Student Guests:** Isabella and Xander Fuentes Rodriguez

**Board Candidate:** Briana Oesterle

- 1.0 **CALL TO ORDER:** Rosemary Kunkler called the meeting to order at 3:35 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 **INTERVIEW/APPOINTMENT:**
  - 2.1 **Interview of Northern United Charter Schools Board Member Candidate:** The board interviewed Briana Oesterle for the vacant board seat.
  - 2.2 **Consideration of Appointment of New Northern United Charter Schools Board Member:** Jere Cox, with great pleasure in welcoming back a founding board member, made a motion to appoint Briana Oesterle to the board and to appoint Aime Snider for another term. Melissa Johnson seconded the motion. Vote taken: Jere Cox-Aye, Aime Snider-Aye, Melissa Johnson-Aye, and Rosemary Kunkler-Aye. Motion carries.
  - 2.3 **Northern United Charter Schools Board Member Oath of Office:** Rosemary Kunkler swore Briana Oesterle in as a board member. Welcome Briana.
- 3.0 **STUDENT PRESENTATION:** Briceland Learning Center students, Isabella and Xander Fuentes Rodriguez, presented to the board on 3-D printing. They showed the board materials needed and how 3-D printing worked. Thank you Isabella and Xander.
- 4.0 **CONSENT AGENDA:**
  - 4.1 Consideration of Approval of Warrants and Payroll for Northern United-Humboldt Charter School:
  - 4.2 Consideration of Approval of Warrants and Payroll for Northern United-Siskiyou Charter School (1109, 1128):
  - 4.3 Consideration of Approval of Minutes for the November 15, 2023 Board Meeting:
  - 4.4 Consideration of Approval of Resignations, Hires, Leaves and Change of Assignment:

A motion to approve the consent agenda was made by Aime Snider and seconded by Jere Cox. Vote taken: Jere Cox – Aye, Aime Snider – Aye, Melissa Johnson – Aye, Briana Oesterle-Aye, and Rosemary Kunkler – Aye. Motion carries.

**5.0 PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA: No comments**

**6.0 ACTION ITEMS TO BE CONSIDERED:**

- 6.1 Approval of Northern United Charter Schools Board Meeting Calendar for 2024:** A motion to approve the second Wednesday of the month at 4pm for the 2024 board calendar with amended dates was made by Jere Cox and seconded by Aime Snider. Vote taken: Jere Cox – Aye, Aime Snider – Aye, Melissa Johnson – Aye, Briana Oesterle – Aye and Rosemary Kunkler – Aye. Motion carries.
- 6.2 Approval of Northern United Charter Schools Board Officers:** A motion to nominate Rosemary Kunkler as Chair and Briana Oesterle as Vice Chair for the Northern United Charter Schools Board of Directors was made by Jere Cox and seconded by Aime Snider. Vote taken: Jere Cox – Aye, Aime Snider – Aye, Melissa Johnson – Aye, Briana Oesterle – Aye, and Rosemary Kunkler – Aye. Motion carries.
- 6.3 Approval of Northern United Charter Schools Corporate Officers:** A motion to appoint Shari Lovett as President of Northern United Charter Schools Corporation, Lynda Speck as Secretary of Northern United Charter Schools Corporation, Kelley Withers as Treasurer of Northern United Charter Schools Corporation was made by Aime Snider and seconded by Melissa Johnson. Vote taken: Jere Cox – Aye, Aime Snider – Aye, Melissa Johnson – Aye, Briana Oesterle – Aye and Rosemary Kunkler – Aye. Motion carries.
- 6.4 Certification of Northern United-Humboldt Charter School's First Interim Budget:** Kelley Withers presented the first interim budget for Northern United-Humboldt Charter School to the board. A motion to approve the Northern United-Humboldt Charter Schools' first interim budget as positive was made by Jere Cox and seconded by Aime Snider. Vote taken: Jere Cox – Aye, Aime Snider – Aye, Melissa Johnson – Aye, Briana Oesterle – Aye and Rosemary Kunkler – Aye. Motion carries.
- 6.5 Certification of Northern United-Siskiyou Charter School's First Interim Budget with Budget Transfer Resolution:** Kelley Withers presented the first interim budget for Northern United-Siskiyou Charter School to the board. A motion to approve the Northern United-Siskiyou Charter Schools' first interim budget with budget transfer resolution as positive was made by Melissa Johnson and seconded by Jere Cox. Vote taken: Jere Cox – Aye, Aime Snider – Aye, Melissa Johnson – Aye, Briana Oesterle – Aye and Rosemary Kunkler – Aye. Motion carries.

**7.0 DISCUSSION ITEMS:**

- 7.1 Discussion of the Driver Criteria and Eligibility Policy Revisions:** The board discussed the pros and cons of having age limit restriction and volunteers being able to drive school vehicles. Shari Lovett recommended for there to be no changes to the current policy in place.
- 7.2 Discussion of Board Member Requirements for Board Handbook:** The board discussed the number of times a member must take the Brown Act training. The

decision that all new board members take the training in the first year of their term and returning members retake the training at the beginning of each three (3) year term.

**8.0 REPORTS:**

**7.1 Enrollment and Attendance Report:** In packet

**7.2 Financial Report for Northern United-Humboldt and Northern United-Siskiyou Charter Schools:** In packet

**7.3 Northern United-Humboldt Charter School Report:** In packet

**7.4 Northern United-Siskiyou Charter School Report:** In packet

**7.5 Director's Report:** Shari Lovett reported on the following topics:

- Shari Lovett informed the board that the Auditor has requested an extension.
- Shari reported that staff, community members, students and parents had a joint meeting for the CEI grant. They all met in San Francisco.

**7.6 Board Report:**

**Jere Cox:** Requested that the lights in the Cutten Resource Center's classroom be fixed so that one panel of lights could be turned on independent of the other panel of lights.

**Briana Oesterle:** Reported that she is happy to be back.

**Rosemary Kunkler:** Reported that she attended the Eureka Learning Center's Friendsgiving celebration and that she attended the Cutten Learning Center's Holiday Market and that Samuel Keely gave her a personal in depth presentation.

**9.0 NEXT BOARD MEETING:**

**9.1 Possible Agenda Items:** School Accountability Report Cards for both schools, onboarding new board member.

**8.2 Next Board Meeting:** Next board meeting is January 10, 2023 at 4:00pm.

**8.0 ADJOURNMENT:** Rosemary Kunkler adjourned the meeting at 5:50pm.

Authorized Board Signature



Date

2/7/24

Respectfully Submitted By Lynda Speck