

Northern United Charter Schools

Board of Directors

Regular Board Meeting Minutes

June 26, 2024

Members Present: Rosemary Kunkler, Brian Payton and Melissa Johnson, Jere Cox arrived at 4:11pm.

Members Absent: Briana Oesterle

Staff: Shari Lovett, Rebekah Davis, Kirk Miller, Lynda Speck, Lisa Ambrosini, Kelley Withers, and Greta de la Pedraja

CALL TO ORDER: Rosemary Kunkler called the meeting to order at 4:04pm.

1.1 Pledge of Allegiance

1.2 Adopt the Agenda: A motion to adopt the agenda as posted was made by Melissa Johnson and seconded by Brian Payton. Vote taken: Brian Payton-Aye, Melissa Johnson-Aye, and Rosemary Kunkler-Aye. Motion carries.

2.0 CONSENT AGENDA:

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

2.2 Consideration of Approval Warrants and Payroll for Northern United-Siskiyou Charter School (0502, 0515, 0529, 0614, 0617,0618):

2.3 Consideration of Approval of Minutes for the May 20th, 2024 and June 5th Board Meetings:

2.4 Consideration of Resignations, Hires, Leaves and Change of Assignment:

2.5 Consideration of Approval of Williams' Uniform Complaint, Quarterly Report for Northern United-Siskiyou Charter School

A motion to approve the consent agenda was made by Melissa Johnson and seconded by Brian Payton. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.

3.0 PUBLIC COMMENTS: There were no comments.

4.0 PUBLIC HEARINGS:

4.1 Public Hearing: 2024-2025 Education Protection Account Resolution and Planned Expenditures for Northern United-Humboldt Charter School:

Rosemary Kunkler opened the public hearing at 4:09pm. No public. Rosemary Kunkler closed the public hearing at 4:10pm.

4.2 Public Hearing: 2024-2025 Education Protection Account Resolution and Planned Expenditures for Northern United-Siskiyou Charter School:

Rosemary Kunkler opened the public hearing at 4:10pm. No public. Rosemary Kunkler closed the public hearing at 4:11pm.

4.3 Public Hearing: 2024-2025 Final Budget Adoption for Northern United-Humboldt Charter School: Rosemary Kunkler opened the public hearing at

4:11pm. Kelley Withers gave a presentation on the budget. No public. Rosemary Kunkler closed the public hearing at 4:25pm.

4.4 Public Hearing: 2024-2025 Final Budget Adoption for Northern United-Siskiyou Charter School: Rosemary Kunkler opened the public hearing at 4:25pm. Kelley Withers gave a presentation on the budget. No public. Rosemary Kunkler closed the public hearing at 4:36pm.

4.5 Public Hearing: 2024-2025 Budget Overview for Parents and Local Control and Accountability Plan with 2023-2024 Annual Update for Northern United-Humboldt Charter School: Rosemary Kunkler opened the public hearing at 4:36pm. Shari Lovett presented the LCAP. No public. Rosemary Kunkler closed the public hearing at 4:41pm.

4.6 Public Hearing: 2024-2025 Budget Overview for Parents and Local Control and Accountability Plan with 2023-2024 Annual Update for Northern United-Siskiyou Charter School: Rosemary Kunkler opened the public hearing at 4:41pm. Shari Lovett presented the LCAP. No public. Rosemary Kunkler closed the public hearing at 4:43pm.

5.0 ACTION ITEMS:

5.1 Approval of Education Protection Account Resolution and 2023-2024 EPA Planned Expenditures for Northern United-Humboldt Charter School: Shari Lovett explained how the money was spent. Motion to approve the Education Protection Account Resolution and 2023-2024 EPA Planned Expenditures for Northern United-Humboldt Charter School was made by Jere Cox and seconded by Melissa Johnson. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-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: Shari Lovett explained how the money was spent. Motion to approve the Education Protection Account Resolution and 2023-2024 EPA Planned Expenditures for Northern United-Siskiyou Charter School was made by Melissa Johnson and seconded by Jere Cox. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-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 who would be approved for signing and picking up checks. A motion was made to approve the Warrant Distribution Authorization Form CS-1 and Certification Form CS-7 for Northern United-Humboldt Charter School by Jere Cox and seconded by Brian Payton. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.

5.4 Approval of Certification of Signatures for Northern United-Siskiyou Charter School: Shari Lovett went over who would be approved for signing and picking up of checks. A motion to approve the Certification of Signatures for Northern United-Siskiyou Charter School was made by Melissa Johnson and

seconded by Jere Cox. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.

- 5.5 Approval of 2024-2025 Consolidated Application for Funding for Northern United-Humboldt Charter School:** Shari Lovett explained the Con App. A motion to approve the Consolidated Application for Funding for Northern United-Humboldt Charter School was made by Melissa Johnson and seconded by Brian Payton. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.6 Approval of 2024-2025 Consolidated Application for Funding for Northern United-Siskiyou Charter School:** Shari Lovett explained the Con App. A motion to approve the Consolidated Application for Funding for Northern United-Siskiyou Charter School was made by Jere Cox and seconded by Melissa Johnson. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.7 Approval of Proposition 28 Arts and Music in Schools Funding Annual Report for Northern United-Humboldt Charter School:** Shari Lovett explained Prop 28 and that no money was spent. A motion to approve Proposition 28 Arts and Music in Schools Funding Annual Report for Northern United-Humboldt Charter School was made by Melissa Johnson and seconded by Brian Payton. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.8 Approval of Proposition 28 Arts and Music in Schools Funding Annual Report for Northern United-Siskiyou Charter School:** Shari Lovett explained Prop 28 and how the money was spent. A motion to approve Proposition 28 Arts and Music in Schools Funding Annual Report for Northern United-Siskiyou Charter School was made by Jere Cox and seconded by Melissa Johnson. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.9 Approval of Lease Agreement for 2120 Campton Rd, Eureka-Cutten Resource Center for Northern United-Humboldt Charter School:** Shari Lovett reported that there is no increase in the lease. A motion to approve the lease agreement for 2120 Campton Rd., Eureka was made by Jere Cox and seconded by Brian Payton. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.10 Approval of Lease Agreement for 2020 Campton Rd. Eureka-Cutten Learning Center for Northern United-Humboldt Charter School:** Shari Lovett reported that there is a \$700 per month increase in lease as we added the TK/K room to our lease. A motion to approve the lease for 2020 Campton Rd., Eureka was made by Melissa Johnson and seconded by Brian Payton. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.

5.11 Approval of Northern United Charter Schools' School Director Contract for 2024/2025 -2026/2027: Rosemary Kunkler read the terms to the School

Director's contract:

- Contract will be from July 1, 2024 through June 30, 2027
- Contract is for 220 days with 12 days of sick leave
- Salary will be \$130,000 with increases being negotiable annually
- A cell phone stipend of \$480 per year
- Compensation for mileage according to policy
- ACSA membership paid
- Medical insurance paid in accordance with annual board approval as per all employees
- Board will evaluate School Director in April of each year with a mutually agreed on evaluation process

A motion to approve the School Director's contract for the 2024/2025-2026/2027 school years was made by Jere Cox and seconded by Melissa Johnson. Vote taken: Melissa Johnson-Aye, Brian Payton-Aye, Jere Cox-Aye and Rosemary Kunkler-Aye. Motion carries.

6.0 REPORTS:

6.1 Enrollment and Attendance Report: In packet

6.2 Financial Report for Northern United Humboldt and Siskiyou Charter Schools: In packet

6.3 Directors Report: Shari Lovett went over the following topics:

- Graduation for both schools
- Administrative changes
- Open positions
- Grants for both schools
- Vacation and time she will be gone

6.4 Northern United-Humboldt Charter School Report: In packet

6.5 Northern United-Siskiyou Charter School Report: In packet

6.6 Board Report:

Jere Cox: Said that he is sorry that he will miss the June 27th board meeting. Wished everyone a good and safe summer.

Brian Payton: Looking forward to seeing the school grow and the changes to come.

Melissa Johnson: Thanked all the staff for a good year and making it good for all of our students.

Rosemary Kunkler: Spoke of her telephone conversation with the auditor. She had two grandsons graduate this year at NUCS. Wanted to thank Tim for working his magic with the behind the scene work that made the graduation go smoothly. Thanked her fellow board members for a fun year and that they do make a difference.

7.0 NEXT BOARD MEETING:

7.1 Possible Agenda Items: Board evaluation, policies

7.2 Next Board Meeting Date: June 27th at 4pm

9.0 ADJOURNMENT: Rosemary Kunkler adjourned the meeting at 5:35pm.

Rosemary Kunkler
8-17-2024