

Northern United Charter Schools

Board of Directors

Regular Board Meeting Minutes

September 11, 2024

Members: Rosemary Kunkler, Jere Cox, and Brian Payton

Absent: Briana Oesterle and Melissa Johnson

Staff: Shari Lovett, Rebekah Davis, Kirk Miller, Colleen Allen, Kelley Withers, Lynda Speck, Sara Thompson

Guests: Wilder Thompson, Legend Thompson, and Sterling Thompson

- 1.0 CALL TO ORDER:** Rosemary Kunkler called the meeting to order at 4:02pm.
 - 1.1** Pledge of Allegiance
 - 1.2** Adopt the Agenda: A motion to adopt the agenda was made by Jere Cox and seconded by Brian Payton. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 2.0 STUDENT PRESENTATION:** Sterling, Wilder and Legend Thompson, students from Willow Creek Learning Center gave a presentation to the board on “Stock and Flow” which is about successful learning experiences and enjoying school. They also showed the board self-portraits. Thank you Legend, Sterling and Wilder.
- 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 (batches: 0813, 0819, 0830) and Payroll for Northern United-Siskiyou Charter School:**
 - 3.3 Consideration of Approval of Minutes for the June 26, 2024 and June 27,2024 Board Meetings:**
 - 3.4 Consideration of Resignations, Hires, Leaves, and Change of Assignments:**

A motion to approve the consent agenda with corrections to item 3.3 was made by Jere Cox and seconded by Brian Payton. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 4.0 PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:**
- 5.0 ACTION ITEMS TO BE CONSIDERED:**
 - 5.1 Approval of the 2024-2025 Annual Goals:** Shari Lovett shared the updated draft of the goals with the changes and explained the rationale behind the graphic. Jere Cox suggested a few changes to the graphic. A motion to approve the 2024-2025 annual goals was made by Jere Cox and seconded by Brian Payton. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.

- 5.2 Approval of Unaudited Actuals for Northern United-Humboldt Charter School:** Kelley Withers went over the unaudited actuals and explained that we ended with a little more than projected. A motion to approve the unaudited actuals for Northern United – Humboldt Charter School was made by Brian Payton and seconded by Jere Cox. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.3 Approval of Unaudited Actuals for Northern United-Siskiyou Charter School:** Kelley Withers reported that we had received all the monies owed to us from the basic aid districts in Siskiyou. A motion to approve the unaudited actuals for Northern United – Siskiyou Charter School was made by Brian Payton and seconded by Jere Cox. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.4 Approval of the Northern United Charter Schools' Homeless Children and Youth Policy:** Shari Lovett explained the changes to the policy and answered questions from Brian Payton and Rosemary Kunkler on current homeless students. A motion to approve the Northern United Charter Schools' Homeless Children and Youth Policy was made by Jere Cox and seconded by Brian Payton. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.5 Approval of the Vendor Services Policy (2nd Reading):** Shari Lovett explained the updates to the policy. Rosemary suggested a couple of changes. A motion to approve the Vendor Services Policy with changes was made by Brian Payton and seconded by Jere Cox. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.6 Approval of the Curriculum and Instructional Materials Policy (2nd Reading):** Shari Lovett explained the changes to the policy. Jere Cox suggested a change to the wording. A motion to approve the Curriculum and Instructional Materials Policy with change was made by Jere Cox and seconded by Brian Payton. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.7 Approval of the Memorandum of Understanding between Northern United – Humboldt Charter School and Northern United – Siskiyou Charter School:** Shari Lovett explained the structure of Northern United Charter Schools doing business for both Northern United – Humboldt and Northern United – Siskiyou Charter Schools. She explained what the changes to the MOU were. A motion to approve the Memorandum of Understanding between Northern United – Humboldt Charter School and Northern United – Siskiyou Charter School was made by Jere Cox and seconded by Brian Payton. Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye. Motion carries.
- 5.8 Approval of the Lease Agreement for 5 Cemetery Road, Briceland for Northern United – Humboldt Charter School:** Shari Lovett explained why this was back on the agenda. The former lease had the wrong dates. A motion to approve the lease agreement for 5 Cemetery Road, Briceland for Northern United

– Humboldt Charter School was made by Brian Payton and seconded by Jere Cox.
Vote taken: Jere Cox-Aye, Brian Payton-Aye and Rosemary Kunkler-Aye.
Motion carries.

6.0 DISCUSSION ITEMS:

6.1 Discussion of Board Member Terms: Shari Lovett explained that we have three board terms ending in December. A discussion was held on who will continue. Jere Cox and Rosemary Kunkler stated that they will continue. Melissa Johnson is absent but has said she planned not to continue. Shari Lovett will get confirmation from her.

7.0 REPORTS:

7.1 Enrollment and Attendance Report: In packet

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

7.3 Director's Report: Shari Lovett spoke on the following topics:

- Fall Summit
- First week of school activities
- Special education population
- Calendar of engagement activities
- Reminders to the board on Vector trainings, Brown Act training and fingerprinting for new board members.

7.4 Board Report:

Jere Cox reported that he attended the Fall Summit and participated in an activity. Enjoyed using his “teacher voice”.

Brian Payton reported that he is enjoying being on the board.


Rosemary Kunkler thanked Jere Cox for representing the board at the Fall Summit. She was sorry for missing the Back to School Night at the Cutten Learning Center. She encouraged the board to attend Eureka Learning Center’s Back to School night. She also gave thanks for the NUCS mugs that were given to the board members.

8.0 NEXT BOARD MEETING:

8.1 Possible Agenda Items: Fire Monkey lease, possibly some policies, board evaluation and director evaluation process. Brian Payton wanted to put finding a facility with a kitchen.

8.2 Next Board Meeting Date: October 10th: A discussion was held on an in person board meeting with Siskiyou’s board members coming to Humboldt. Shari is going to reach out to Melissa and Briana on dates.

8.0 ADJOURNMENT: Rosemary Kunkler adjourned the meeting at 5:21pm.


10-10-2024