



## School Board Meeting Minutes

Laurel Tree Charter School

Board Meeting 6/27/23 at 6 PM

In-person meeting at the main site - 4555 Valley West, Arcata

1. **Call to Order: 6:10** Board In attendance - Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Staff in attendance - Amber Ryno and Brenda Sutter
2. **Adopt the minutes:** Tom motioned to adopt the minutes, Josh seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.
3. **Adjustments to the Agenda:** Tabling item D in Information Items
4. **Adoption of Agenda:** Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.
5. **Land Recognition:** *We recognize that we are on the unceded tribal territory of the Wiyot people. This recognition is a starting point for further conversation and education. We thank and honor these caretakers and carry their stewardship from time immemorial forward as part of the education of the next generation.*
6. **Recognitions:**
7. **Public Comment on items before the board:** The public is invited to join in our discussions.
8. **Information/Discussion Items:**
  - a. Update from Family Inclusion Group (FIG). *We will meet over the summer to work on the website. There was a lot of good feedback at the BBQ about how things went and the sign-up.*
  - b. Grant Updates: Information on Native Plant Grant and Purchase of Vans. *Amber met from the Funder from Point Blue today. We are getting a grant for \$25,000 over the next three years. We have to agree to maintain it for the next fifteen years. The planting and work will be done around the perimeter of the property at Murray Road.*
  - c. Sharing information from Staff Retreat. *We spent the first two days working on five ideas that we wanted to think about K-12 (literacy, forest school, mathematics, creating community), then we began to work in teaching teams on groupings, curriculum, scheduling, etc. We came out of the week with a strong plan for next year. We published staff bios and teaching team/curriculum in the Leaf. Brenda will compile ideas from the strands and send that out as well.*
  - d. Discussion of Chronic absenteeism and plans to decrease it next year. - tabled for next month.

- e. Discussion around our current leases for 4555 Valley West and 1222 Hallen Drive. Both are up for renewal. Discussion around the possibility of leasing an alternative site. *We are waiting to hear from the potential site on Foster. Our best guess is that if that site were to work out, it will take the next year to get it ready for us. Based on that we probably need to renew our current leases for one year only.*
- f. Review of LCAP for 2023-24. This is our school plan and reflects our goals and direction. *LCAP was reviewed.*
- g. Review of Budget for 2023-24. *Budget was reviewed*
- h. Review of the Local Performance Indicators. *Performance Indicators were reviewed and there was discussion about some of the self reviews being a little too harsh. Josh recommended that we change one relating to staff development.*
- i. Review of Business Services Agreement w/NoHum. *Brenda recommended continuing with NoHum's Business Services. They do a wonderful job, have the expertise we need, and the connection to them as our authorizing agency is worth a lot.*
- j. CS-1 and CS-7 Forms - who is allowed to pick up payroll and warrants?*Brenda recommends that we continue with allowing office staff from NoHum's business office, our front office, Josh Nikolauson and Brenda Sutter be on these forms.*

**9. Action Items:**

- 1. Motion to accept the Native Plant Grant. *Tom Leroy motioned to accept the Native Plant Grant, Mary Burke seconded. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*
- 2. Motion on purchase of minivans. *Mary Burke motions to purchase two minivans per staff recommendation, seconded by Tom Leroy. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*
- 3. Motion on renewal of leases for next year. *Motioned to table by Josh Nikolauson, seconded by Tom Leroy. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*
- 4. Motion to approve the LCAP for 2023-24. *Diane Moore motioned to approve the LCAP for 2023-24, Tom Leroy seconded. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*
- 5. Motion to certify the budget for 2023-24. *Tom Leroy motioned to certify the budget for 2023-24, Mary Burke seconded. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor:*

*Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*

6. Motion to approve the Local Performance Indicators. *Tom Leroy motioned to approve the Local Performance Indicators, w/changes discussed, Mary Burke seconded. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*
7. Motion to approve Payroll Services Agreement. *Tom Leroy motion to approve the Payroll Services Agreement, Mary Burke seconded. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*
8. Motion to approve CS-1 and CS-7 forms. *Diane Moore motioned to approve using the same names as last year on the CS-1 and CS-7 forms, Tom Leroy seconded. In Favor Tom Leroy motioned to adopt the minutes, Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, Diane Moore, Mary Burke, Nichole Dollarhide. Opposed: none. Abstentions: none.*

10. **Future Agenda Items:** Staffing, Lease, Budget, Van update, Approval of back-to-school, Board members
11. **Next Board meeting:** August 15th at 6:00 pm
12. **Adjournment:** 7:02