



## School Board Meeting Minutes

Laurel Tree Charter School

Board Meeting 4/2/24 at 6 PM

An in-person meeting at 1222 Hallen Drive in Arcata

1. **Call to Order:** 6:05 Board in Attendance: Josh Nikolauson, Tom Leroy, John Scaglione, Diane Moore, Nicole Dollarhide, Mary Burke, Liz Larsen. Staff in Attendance: Brenda Sutter, Isabel Semler, Amy McLoone, Violet Hales
2. **Adopt the minutes:** Josh Nikolauson motioned to adopt the minutes, Tom Leroy seconded. In favor: Josh Nikolauson, Tom Leroy, John Scaglione, Diane Moore, Nicole Dollarhide, Mary Burke, Liz Larsen. Staff in Attendance: Brenda Sutter, Isabel Semler, Amy McLoone, Violet Hales Opposed: none. Abstentions: none.
3. **Adjustments to the Agenda:** Tabling Discussion item E and Action Item A. Adding Calendar to Discussion Items.
4. **Adoption of Agenda:** Josh Nikolauson motioned to adopt the minutes, Tom Leroy seconded. In favor: Josh Nikolauson, Tom Leroy, John Scaglione, Diane Moore, Nicole Dollarhide, Mary Burke, Liz Larsen. Staff in Attendance: Brenda Sutter, Isabel Semler, Amy McLoone, Violet Hales 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. **Public Comment on items before the board:** The public is invited to join in our discussions.
7. **Information/Discussion Items:**
  - a. Grant application for a dishwasher - *Amber Mascio is applying for an industrial dishwasher that can be installed at the new site. We reviewed the single-use service ware agreement that the Board must approve as part of the grant application.*
  - b. Update on staff salaries and the possibility of moving to a step and column system. *Brenda shared staff discussions on the pro's and con's of step and column vs. all staff having the same salary. We discussed the philosophy and values behind our current all-for-one salary. We also discussed the need to plan for retirement and sustainability for the school. It was suggested that we do a staff survey. We are considering looking into other options for our Health Benefits to see if we can free up money that could go toward salary. We have meetings scheduled with our insurance broker to discuss other options.*
  - c. Report from the Family Inclusion Group. *Discussion of having flowers for sale at the next performance, creating a parent book club, getting a craft faire set up in May.*

- d. Universal Pre-Kindergarten Report - *We have \$31,000 that needs to be spend by June. Our need is bathrooms that are the right size for our TK and K students. We discussed purchasing a Toilet Trailer designed for those students. That way it could be used at either Murray or Foster.*
- e. 2022-23 Audit Resolution Findings - *Tabled*
- f. Discussion on signing a lease for the site at Foster Avenue. <https://www.loopnet.com/Listing/2730-Foster-Ave-Arcata-CA/30339325/> for the 2024-25 school year. The Board will review the current lease offer, the upgrades needed to the site, and the funding sources available for making those upgrades. *There was a long discussion on the pro's and con's of the Foster site and on how much we can afford. The Board reviewed the Appraisal done by Mike Retzloff on the Foster site.*

**8. Action Items:**

- a. The Board will vote on whether to approve the Audit Resolution Findings - *tabled.*
- b. The Board will vote on whether to move forward with the lease at Foster. They may also motion to make a counteroffer or collect more information. *:iz Larsen motioned that The Board approves Brenda Sutter to make a counter-offer that does not exceed \$18,000 for the first year, \$20,000 for the second, \$22,000 for the third year and a 3% increase per year after that. The lease needs to be for the term of 20 years. Rent shall commence in August, but the school will have access to the building to make repairs and renovations as soon as the lease is signed. The heater shall be in working condition. Diane Moore seconded. In favor: Josh Nikolauson, Tom Leroy, John Scaglione, Diane Moore, Nicole Dollarhide, Mary Burke, Liz Larsen. Opposed: none. Abstentions: none.*
- c. The Board will vote on whether to authorize our application for a dishwasher and agree to a single-use service wear agreement. This means we will agree to use reusable trays and plates as much as possible. *Mary Burke motioned that the Board authorized the application for a dishwasher and agree to the single-use service wear agreement. Liz Larsen seconded. In favor: Josh Nikolauson, Tom Leroy, John Scaglione, Diane Moore, Nicole Dollarhide, Mary Burke, Liz Larsen. Opposed: none. Abstentions: none.*

**9. Future Agenda Items:** Lease, Audit findings, UPK, Calendar.

**10. Next Board meeting:** Tuesday, April 23rd

**11. Adjournment:** 7:23