



## School Board Meeting Minutes

Laurel Tree Charter School

Board Meeting 10/23/23 at 6 PM

In-person meeting at 1222 Hallen Drive. in Arcata

1. **Call to Order:** 6:05 Board in attendance: John Scaglione, Nichole Dollarhide, Diane Moore, Mary Burke, Josh Nikolauson, Ryan Thompson. Staff in attendance: Brenda Sutter, Caroline Glory, Rebecca Boatman, Violet Hales, Kristy Thompson.
2. **Adopt the minutes:** Mary Burke motioned to adopt the minutes, Diane Moore seconded. In favor - John Scaglione, Nichole Dollarhide, Diane Moore, Mary Burke, Josh Nikolauson, Ryan Thompson. Opposed - none. Abstentions - none.
3. **Adjustments to the Agenda:** Discussion items A, G, H, F and J were tabled. Action Items A and B were tabled
4. **Adoption of Agenda:** Nichole Dollarhide motioned to adopt the agenda, Mary Burke seconded. In favor - John Scaglione, Nichole Dollarhide, Diane Moore, Mary Burke, Josh Nikolauson, Ryan Thompson. 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. Discussion of First Interim Budget and our ability to increase our facilities costs. - tabled
  - b. Discussion of staff salaries. Brenda will share information on how our salaries compare with other Humboldt County Schools. *Information was shared. Our salaries are on par with entry level around the county, but are far below what experienced teachers could be making (by ten to twenty thousand dollars) Discussion around wanting to make sure we attract and retain strong, experienced teachers, that we encourage diversity through offering a good salary and not depend on folks being willing to work for less because they believe in what we're doing. We looked at the possibility of developing a step and column system and a way to help teachers earn enough to retire on. We also talked about planning for retirements and developing a succession plan. We also discussed wages for our support staff. We currently pay \$18.00 an hour for all aide and janitorial positions. In light of fast food workers getting an increase to \$20 an hour next year, we will need to increase our wages to retain our fabulous aides. A step and column for them was also discussed. We will look at some options for this at the next meeting.*

- c. Report from Family Inclusion Group. *We had a very successful event that included arts and crafts, food, something for kids to do, and an informational piece for parents on Restorative Justice and how we use Restorative Practices at school. We had 20-30 people at the event. Nice job!*
- d. Discussion of School Climate Survey. *We reviewed questions from Panorama Education and discussed which questions we would like to include in our School Climate Survey*
- e. Theater Week Updates. *Brenda shared information on Theater Week. All information has been posted to parents and is in The Leaf.*
- f. Review of our School Safety Plan, discussion of additions for dealing with traumatic events. *Tabled*
- g. Second Reading of our Employee Handbook. *Tabled*
- h. Second Reading of Transportation Safety Plan. *Tabled*
- i. First Reading of our Immunization Policy. *We read through the policy from Charter School Development Center and discussed what we are required to do by the law and where we have room for decision. Definition of "Classroom based instruction" seems to be key. We will review the policy developed by Alder Grove for comparison and revisit this policy development at the next meeting.*
- j. First Reading of our Fiscal Management Policy. *Tabled*
- k. Mexico Trip for 8th-12th grade students in May. *Brenda shared information on the Mexico Trip. That information has been shared in The Leaf.*

**8. Action Items:**

- a. The Board will vote on whether to approve our Transportation Safety Plan. *Tabled*
- b. The Board will vote on whether to approve our Employee Handbook. *Tabled*
- c. The Board will vote on whether to approve the Mexico Trip for 8th-12th grade students in May. *John Scaglione motioned to approve the Mexico Trip, Ryan Thompson seconded. In favor - John Scaglione, Nichole Dollarhide, Diane Moore, Mary Burke, Josh Nikolauson, Ryan Thompson. Opposed - none. Abstentions - none.*

**9. Future Agenda Items:** Covid Policy Update, First Interim, Immunization Policy.

**10. Next Board meeting:** *November 28th, 2023 at 6:00 p.m at Hallen Drive*

**11. Adjournment:** 7:48 p.m.