



School Board Meeting Minutes

Laurel Tree Charter School

Board Meeting 6/25/26

In-person meetings at 2730 Foster Avenue in Arcata at 6:00 pm

1. **Call to Order:** 6:05 pm Board in attendance: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Staff in Attendance: Brenda Sutter
2. **Adopt the minutes:** Isaiah Cristian moved to adopt the minutes from 4/23/26 (there was no meeting in May); John Scaglione seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.
3. **Adjustments to the Agenda:** none
4. **Adoption of Agenda:** Diane Moore moved to adopt the agenda, Natalie Williams seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. 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 honor these caretakers and carry their stewardship from time immemorial forward as part of the next generation's education.*
6. **Public comment on items not before the board.**
7. **Public Comment on items before the board:** The public is invited to join our discussions.
8. **Recognitions:** Brenda recognized the work of the staff at Staff Retreat and shared the new mission and vision statements that came from that work.
9. **Information/Discussion Items:**
 - a. Update on the sale of the Murray property. *We are still in escrow, they have asked for an extension until September while they continue to work with the county to make sure their project can move forward.*
 - b. Sharing information from the Staff Retreat. *Brenda and Josh shared some of the work done at the staff retreat: creating relational agreements, rewriting vision and mission, preparing for the upcoming WASC next year, finishing the LCAP, scheduling classes, planning curriculum, setting budget priorities, and improving our system of shared administrative duties. Our classified staff attended a two-day training on Creating Belonging and brought back a lot of great information to share. This week of discussion and planning is essential to our school and our shared vision.*
 - c. Discussion of Local Indicators and the Federal Addendum for our LCAP. *Brenda shared the final version of these two documents.*
 - d. Discussion of the 2026/27 LCAP *Brenda shared the final version of this document. We discussed the areas of growth and the areas of need as we prepare for next year and the end of this cycle of the LCAP. Our WASC self-study next year will help us set goals for the next cycle.*
 - e. Discussion of the 2026/27 Budget *The current budget shows us deficit spending by almost \$150,000. This is based on revenue at this year's enrollment. We will need to cut spending in this budget or increase*

revenue by the time we review it again in August. Staff will be working over the summer to provide options for both. The cash flow projection is equally grim. We must sell the property or we will be up against the same problem of not having cash to do the things that are in the budget.

- f. Discussion of the Minimum Reserve Requirement. *We do not have an excess of reserves, so we do not need to note this in our budget.*
- g. Transportation Agreement with Northern Humboldt Union High School District to be shared and discussed. *Brenda recommended that we continue to contract for field trips, gas, and maintenance services.*
- h. Back Office Agreement with Northern Humboldt Union High School District to be shared and discussed. *Brenda recommended that we continue to use NoHum for all our back office services.*
- i. CS-1 and CS-7 forms *These forms show who is allowed to pick up payroll and warrants. We have the same people as we have had in the past: the staff at NoHum's business office and Caroline and Kathleen from our office.*

11. Action Items:

- a. The Board will vote on whether to approve the Local Indicators and Federal Addendum ***John Scaglione moved to approve the Local Indicators and Federal Addendum, Diane Moore seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.***
- b. The Board will vote on whether to approve the 2026/27 LCAP ***Diane Moore moved to approve the 2026/27 LCAP. Josh Nikolauson seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.***
- c. The Board will vote on whether to approve the 2026/27 Budget and the EPA ***Josh Nikolauson moved to approve the 2026/27 Budget and the Education Protection Account, Isaiah Cristian seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.***
- d. The Board will vote on whether to approve the Minimum Reserve Requirement. ***John Scaglione moved to dismiss the Minimum Reserve Requirement as it does not apply to our situation. Josh Nikolauson seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.***
- e. The Board will vote on whether to approve the Transportation Agreement with Northern Humboldt Union High School District ***John Scaglione moved to approve the Transportation Agreement with Northern Humboldt. Josh Nikolauson seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.***
- f. The Board will vote on whether to approve the Back-Office Services Agreement with Northern Humboldt Union High School District ***John Scaglione moved to approve the Back-Office Services Agreement with Northern Humboldt. Isaiah Cristian seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.***
- g. The Board will vote on whether to approve the CS-1 and CS-7 forms for 2026/27 ***John Scaglione moved to approve the CS-1 and CS-7 forms for 2026-27. Isaiah Cristian seconded. In favor: Josh Nikolauson, Isaiah Cristian, Natalie Williams, John Scaglione, Diane Moore. Opposed: none. Abstentions: none.***

- 12. Future Agenda Items:** Budget, sale of property, WASC, back-to-school night
- 13. Next Board meeting:** August 20, 2026 6 p.m.
- 14. Adjournment:** 7:48 pm