



## School Board Meeting Minutes

Laurel Tree Charter School

Board Meeting 12/10/24

An in-person meeting at 2730 Foster Avenue in Arcata at 6:00 pm

1. **Call to Order:** 6:10 pm Board in attendance: John Scaglione, Diane Moore, Josh Nikolauson, Mary Burke, Tom Leroy. Public in attendance: Morgan Hanson, Ali Moore, Jackie Morris. Staff Present: Brenda Sutter
2. **Adopt the minutes:** Mary Burke motioned to adopt the minutes, John Scaglione seconded. In favor: John Scaglione, Diane Moore, Josh Nikolauson, Mary Burke, Tom Leroy. Opposed: none. Abstentions: none
3. **Adjustments to the Agenda:** dropping discussion item G from the agenda pending further information next month.
4. **Adoption of Agenda:** Mary Burke motioned to adopt the agenda, Tom Leroy seconded. In favor: John Scaglione, Diane Moore, Josh Nikolauson, Mary Burke, Tom Leroy. 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 before the board:** The public is invited to join our discussions.
7. **Recognitions:** Josh recognized Brenda for her work in getting us into the new building. Brenda recognized the many folks at the county and in the businesses that helped us. We have sent thank you notes to them on behalf of the school and the Board.
8. **Information/Discussion Items:**
  - a. Review of plans made at the last meeting: *The Board reviewed the list of tasks. We deleted some and updated others.*
  - b. Update on selling the property at 899 Murray. *Brenda met with our Real Estate agent and generated a list of possible ideas. The property is zoned for Public Use, so our target buyers are churches, parks, schools, and other public institutions. We will organize a campaign to reach out to those potential buyers during Winter Break. The Board generated a list of ideas for follow-up: Local churches, McKinleyville Parks, Hammond Trail Groups, Coastal Conservancy, Land Trusts, Checking with Mike Willson and Madrone for connections/ideas, local tribes.*
  - c. Update on building expenditures and financial situation. Brenda will share information on a short-term loan from Humboldt County Office of Education. *Humboldt County Office of Education is offering us a short-term Temporary Transfer of Funds to help cover any cash-flow*

*shortages we may face due to costs incurred by the installation of the septic and water systems. We also discussed other, long-term options for raising the \$500,000 that we will have spent on the new building this year. We will be organizing to pursue grants and fundraising to help support these costs. The Board would like to invite NoHum's budget team to the next Board Meeting to help us navigate our cash flow.*

- d. Information on a possible Charter School Facilities Credit Enhancement Grant Program and other possible funding sources. *We discussed the Charter School Facilities Credit and other ideas for raising money including fundraising, financing through a bank, checking in with Charter School Development and Mike Maguire for ideas about funding opportunities.*
- e. Discussion of transportation options for families to the new site. *Several of our families are having difficulty with transportation to the new site. We have organized a carpool contact system, but it's still not addressing all the needs. Our long-term plan is to advocate for a closer bus stop, and work with Safe Routes to Schools to see about getting a better walking/biking path to the school. Our short-term idea is to run a school van from the Transit Center to the school twice a day. We will look into having that available after Winter Break.*
- f. Discussion of emergency plans for evacuation at both Foster and Murray. *The Board reviewed our Emergency Plan for the Foster Site. The staff had generated a to do list based on our trial run of the evacuation drill. Those modifications are being made. We are also seeking expert advice on if or when to implement the evacuation plan since we are not in the tsunami zone. We discussed checking for other routes to higher ground and added that to the to-do list. We will report back again at the next Board Meeting.*
- g. Salary Schedule and Change in Health Plan. *Tabled*

**9. Action Items:**

- a. The Board will vote on whether to approve a resolution accepting a short-term loan from Humboldt County Office of Education. *John Scaglione motioned to approve a resolution accepting a Temporary Transfer from Humboldt County Office of Education, Josh Nikolauson seconded. In favor: John Scaglione, Diane Moore, Josh Nikolauson, Mary Burke, Tom Leroy. Opposed: none. Abstentions: none*
- b. The Board will vote on whether to approve our first-interim budget. *Josh Nikolauson motioned to approve our first-interim budget as "Qualified", Diane Moore seconded. In favor: John Scaglione, Diane Moore, Josh Nikolauson, Mary Burke, Tom Leroy. Opposed: none. Abstentions: none*

**10. Future Agenda Items:** Salary schedule and health benefits, review of emergency plans for Foster, update on finances, update on facilities.

**11. Next Board meeting:** January 21st at 6:00 pm

**12. Adjournment:** 7:46 pm