

ReqPay05a

Payment Register

Scheduled 12/04/2025 - 12/05/2025							Bank Account COUNTY - County Bank Account AP Checks			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			US Bank (030168/1) P.O. Box 790428 St. Lois, MO 63179							
2025/26	11/10/25		HS Water	00480188 (1440532)	12/04/25	Submitted		4.90		4.90
			2026 (001975) 62- 0000- 0- 1110- 8210- 5531- 000- 0000							
2025/26	10/31/25		MS Cleaning Supplies	024044 (1440532)	12/04/25	Submitted		137.01		137.01
			2026 (000190) 62- 0000- 0- 1193- 8100- 4310- 678- 0000							
*	2025/26	10/30/25	R26-00007	CELEBRATION SUPPLIES - HS	027164 (1440532)	12/04/25	Submitted		17.29	
			2026 (002396) 62- 1400- 0- 1110- 1000- 4391- 000- 0000							
*	2025/26	10/30/25	R26-00010	INSTRUCTIONAL SUPPLIES - MS	039595031665 DT (1440532)	12/04/25	Submitted		8.27	
			2026 (002323) 62- 6300- 0- 1110- 1000- 4310- 678- 0000							
			Hold: Duplicate invoice	BatchId		Check Date	PO#		Register #	
*	2025/26	11/10/25	R26-00014	OFFICE SUPPLIES - MS	041728 (1440532)	12/04/25	Submitted		3.85	
			2026 (002395) 62- 1100- 0- 1110- 2700- 4351- 678- 0000							
*	2025/26	11/13/25	R26-00018	SNACKS - MS CORE DAY	088918 (1440532)	12/04/25	Submitted		34.27	
			2026 (002397) 62- 1400- 0- 1110- 1000- 4391- 678- 0000							
*	2025/26	11/07/25	R26-00018	SNACKS - MS CORE DAY	093873 (1440532)	12/04/25	Submitted		6.49	
			2026 (002397) 62- 1400- 0- 1110- 1000- 4391- 678- 0000							
2025/26	10/07/25	R26-00076	PHONE (MS) 707-825-1186 / ACCT 287347137825	10072025 (1440532)	12/04/25	Submitted		43.85		43.85
			2026 (000188) 62- 0000- 0- 1193- 2700- 5909- 678- 0000	BatchId		Check Date	PO# BPO26-00056		Register #	
*	2025/26	11/18/25	R26-00010	INSTRUCTIONAL SUPPLIES - MS	111825 (1440532)	12/04/25	Submitted		22.04	
			2026 (002323) 62- 6300- 0- 1110- 1000- 4310- 678- 0000							
2025/26	11/21/25	R26-00075	STATE COMP INSURANCE - THE HARTFORD	112125 (1441057)	12/05/25	Submitted		706.71		706.71
			2026 (001441) 62- - - - - 9542- -							

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 014912, Page Break by Check/Advice? = N, Zero? = Y)

ERP for California

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Payment Register

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Payment Register

Scheduled 12/04/2025 - 12/05/2025

AP Vendor	Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Bank Account COUNTY - County Bank Account AP Checks	Unpaid Amount	Sales Tax	Expense Amount
									(continued)			
2025/26 11/05/25	R26-00079	US Bank (030168/1)		(continued)	6491856	12/04/25	Submitted		(1440532) (continued)			(continued)
2026 (002769)	62- 0000- 0- 1110- 2700- 4364- 000- 0000				- MS				(1440532)	7.96		
2025/26 11/14/25	R26-00020	TEXTBOOKS/BOOKS	711569094		12/05/25	Submitted			PO# BPO26-00059			12.57
2026 (000555)	62- 6300- 0- 1110- 1000- 4110- 678- 0000				- MS							
2025/26 10/25/25	R26-00019	TEXTBOOKS /BOOKS - HS	72725		12/04/25	Submitted						
2026 (000554)	62- 6300- 0- 1110- 1000- 4110- 000- 0000											177.33
2025/26 11/10/25	R26-00079	GASOLINE - HS	736306		12/04/25	Submitted						
2026 (000131)	62- 0000- 0- 1110- 1000- 4364- 000- 0000				(1440532)							103.18
2026 (002769)	62- 0000- 0- 1110- 2700- 4364- 000- 0000				27.26							
2025/26 10/27/25	R26-00019	TEXTBOOKS /BOOKS - HS	754517895		12/04/25	Submitted			PO# BPO26-00059			37.66
2026 (000554)	62- 6300- 0- 1110- 1000- 4110- 000- 0000				75.92							
2025/26 11/17/25	R26-00077	ELOP SNACKS	8529	(1440532)	12/04/25	Submitted						
2026 (001933)	62- 2600- 0- 1110- 1000- 4310- 678- 0000				17.62							17.62
						Total Invoice Amount	2,449.72	Check				

EXPENSES BY FUND - Bank Account COUNTY

Fund	Expense	Cash Balance	Difference
62	2,449.72	461,161.48	458,711.76

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 014912, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 12/04/2025 - 12/05/2025

Bank Account COUNTY - County Bank Account AP Checks

Number of Payments	25	
Number of Checks	1	\$2,449.72
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount	\$2,449.72	
Total Unpaid Sales Tax	\$0.00	
Total Expense Amount	\$2,449.72	

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	
\$100 - \$499	
\$500 - \$999	1
\$1,000 - \$4,999	
\$5,000 - \$9,999	
\$10,000 - \$14,999	
\$15,000 - \$99,999	
\$100,000 - \$199,999	
\$200,000 - \$499,999	
\$500,000 - \$999,999	
\$1,000,000 -	

***** ITEMS OF INTEREST *****

* Number of payments to a different vendor

! Number of Prepaid payments

@ Number of Liability payments

& Number of Employee Also Vendors

? denotes check name different than payment name

F denotes Final Payment

Report Totals - Payment Count 25 Check Count 1 ACH Count 0 vCard Count 0 Total Check/Advice Amount \$2,449.72

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 014912, Page Break by Check/Advice? = N, Zero? = Y)

ReqPay05a

Payment Register

ReqPay05a

Payment Register

Scheduled 12/04/2025						Bank Account COUNTY - County Bank Account AP Checks				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		HENSEL'SACE HARDWARE (00103/1)	(continued)							
2025/26	1/1/21/25	R26-00044	OFFICE SUPPLIES - HS	321072	12/04/25	Submitted		6.15		6.15
			(002394) 62-1100-0-1110-2700-4351-000-0000							
AP Employee		Miller Bazemore, Amy D (000002)								
		Po Box 679								
		Bayside, CA 95524								
*	2025/26	10/27/25	R26-0007 CELEBRATION SUPPLIES - HS	102725 (1440674)	12/04/25	Submitted		17.20		17.20
			2026 (002396) 62-1400-0-1110-1000-4391-000-0000							
AP Vendor		PG & E (000007/1)								
		PO BOX 997300								
		SACRAMENTO, CA 95999-7300								
2025/26	11/18/25	R26-00052 MS - ELECTRIC - 5252397099-5	111825 (1440674)	12/04/25	Submitted		394.11		394.11	
		2026 (000193) 62-0000-0-1193-8100-5520-678-0000								
AP Vendor		Pacific Paper Co. (030147/1)								
		2825 F ST								
		Eureka, CA 95501								
2025/26	10/14/25	R26-00054 OFFICE SUPPLIES - MS	239311 (1440674)	12/04/25	Submitted		51.81		51.81	
		2026 (002395) 62-1100-0-1110-2700-4351-678-0000								
2025/26	11/12/25	R26-00053 OFFICE SUPPLIES - HS	240631 (1440674)	12/04/25	Submitted		52.91		52.91	
		2026 (002394) 62-1100-0-1110-2700-4351-000-0000								
AP Vendor		RECOLOGY ARCATA (000005/1)								
		P.O. BOX 188 555 VANCE AVE.								
		SAMOA, CA 95564								
Selection	Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, Payment Status(s) IN ('3'), On Hold? = Y, Approval Batch Id(s) = 014910, Page Break by Check/Advice? = N, Zero? = Y)									
	070 - Northcoast Prep Academy									
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	ERP for California									
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ReqPay05a Payment Recipient

Schad: 13/01/2025

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, Payment Status(s) IN ('3'), On Hold? = Y)
Approval Batch Id(s) = 014910, Page Break by Check/Advice? = N, Zero? = Y

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ReqPay05a**Payment Register**

Scheduled 12/04/2025

Bank Account COUNTY - County Bank Account AP Checks

Number of Payments	14
Number of Checks	10
Number of ACH Advice	0
Number of vCard Advice	0
Total Check/Advice Amount	\$2,676.09
Total Unpaid Sales Tax	\$0.00
Total Expense Amount	\$2,676.09

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	3
\$100 - \$499	6
\$500 - \$999	1
\$1,000 - \$4,999	
\$5,000 - \$9,999	
\$10,000 - \$14,999	
\$15,000 - \$99,999	
\$100,000 - \$199,999	
\$200,000 - \$499,999	
\$500,000 - \$999,999	
\$1,000,000 -	

******* ITEMS OF INTEREST *******

- * Number of payments to a different vendor 1
- ! Number of Prepaid payments
- @ Number of Liability payments
- & Number of Employee Also Vendors 1
- ? denotes check name different than payment name
- F denotes Final Payment

Report Totals - Payment Count 14 Check Count 10 ACH Count 0 vCard Count 0 Total Check/Advice Amount \$2,676.09

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, Payment Status(s) IN ('3'), On Hold? = Y, Approval Batch Id(s) = 014910, Page Break by Check/Advice? = N, Zero? = Y)

ReqPay05a

Payment Register

Scheduled 12/11/2025 - 12/12/2025

Selected By At Check Order Option, Filtered By (Org = /0, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 014991
Page Break by Check/Advice? = N, Zero? = Y)

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ReqPay05a

Payment Register

Scheduled 12/1/1/2025 - 12/1/2/2025			Bank Account COUNTY - County Bank Account AP Checks								
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Amount	Sales Tax	Expense Amount
AP Vendor	Baker Tilly US, LLP (030100/1) P.O. Box 7398 Madison, WI 53707-7398										
2025/26	08/28/25	R26-00028	AUDIT FEES	BT-3298345 (1443476)	12/1/25	Submitted		10,395.00	10,395.00		
2026	(000171)	62- 0000- 0- 1110- 2700- 5822- 000- 0000		BatchId	12/1/25	Submitted	Check Date		PO# BPO26-00012	Register #	
2025/26	11/20/25	R26-00028	AUDIT FEES	BT3402738 (1443476)	BatchId	12/1/25	Submitted	10,395.00			10,395.00
2026	(000171)	62- 0000- 0- 1110- 2700- 5822- 000- 0000		BatchId	Check Date			PO# BPO26-00012	Register #		
							Total Invoice Amount	20,790.00	Check		
AP Vendor	TAYLOR, MIKE (030081/1) 2815 CLOVER WAY ARCATA, CA 95521-5797										
2025/26	12/08/25	R26-00065	LUNCH / BREAKFAST - HS	1728 DEC HS (1443476)	12/1/25	Submitted		1,040.00			1,040.00
2026	(000080)	62- 0000- 0- 0000- 3700- 5800- 000- 0000		BatchId	Check Date		PO# BPO26-00047	Register #			
2025/26	12/08/25	R26-00066	LUNCH / BREAKFAST - MS	1728 DEC MS (1443476)	12/1/25	Submitted		1,155.00			1,155.00
2026	(000081)	62- 0000- 0- 0000- 3700- 5800- 678- 0000		BatchId	Check Date		PO# BPO26-00048	Register #			
							Total Invoice Amount	2,195.00	Check		
EXPENSES BY FUND - Bank Account COUNTY											
	Fund	Expense	Cash Balance	Difference							
	62	24,747.42	456,035.67	431,288.25							

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 014991, Page Break by Check/Advice? = N, Zero? = Y)

ReqPay05a

Payment Register

Scheduled 12/11/2025 - 12/12/2025

Bank Account COUNTY - County Bank Account AP Checks

Number of Payments	12	
Number of Checks	4	\$24,747.42
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount	\$24,747.42	
Total Unpaid Sales Tax	\$0	
Total Expense Amount	\$24,747.42	

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	
\$100 - \$499	1
\$500 - \$999	
\$1,000 - \$4,999	2
\$5,000 - \$9,999	
\$10,000 - \$14,999	
\$15,000 - \$99,999	1
\$100,000 - \$199,999	
\$200,000 - \$499,999	
\$500,000 - \$999,999	
\$1,000,000 -	

***** ITEMS OF INTEREST *****

* Number of payments to a different vendor

! Number of Prepaid payments

@ Number of Liability payments

& Number of Employee Also Vendors

? denotes check name different than payment name

F denotes Final Payment

Report Totals - Payment Count 12 Check Count 4 ACH Count 0 vCard Count 0 Total Check/Advice Amount \$24,747.42

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 014991, Page Break by Check/Advice? = N, Zero? = Y)

ReqPay05a

Payment Register

Scheduled 12/15/2025							Bank Account COUNTY - County Bank Account AP Checks				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			ARCATA MINI STORAGE (000249/1)								
	2025/26	12/15/25	R26-0002	HS - STORAGE RENTAL	2026 JAN (1446241)	12/15/25	Submitted	100.00	100.00		
	2026	(000167)	62- 0000-0-1110-2700-5628-000-0000	BatchId	Check Date	PO# BPO26-00003	Register #				
AP Vendor			ARCATA UNITED METHODIST CHURCH (000112/1)								
	2025/26	12/15/25	R26-0001	HS - RENT	JANUARY 2026 (1446241)	12/15/25	Submitted	3,000.00	3,000.00		
	2026	(000163)	62- 0000-0-1110-2700-5612-000-0000	BatchId	Check Date	PO# BPO26-00002	Register #				
AP Vendor			AT&T (000013/1)								
	2025/26	12/07/25	R26-00027	PHONE (HS) CAROL STREAM, IL 60197-5025	2940859018 707-822-0861 / Acct# (1446241) 831-001-4152 762	12/15/25	Submitted	693.78	693.78		
	2026	(000187)	62- 0000-0-1193-2700-5909-000-0000	BatchId	Check Date	PO# BPO26-00011	Register #				
AP Vendor			CharterSAFE (030117/1)								
	2025/26	12/15/26	R26-00031	MONTHLY INSURANCE - HS	51050 (1446241) 12/15/25	Submitted		2,322.00	2,322.00		
	2026	(000092)	62- 0000-0-0000-7200-5450-000-0000	BatchId	Check Date	PO# BPO26-00001	Register #				
AP Vendor			Northcoast Educational Foundat (030143/1)								
			PO BOX 276								
			Arcata, CA 95570								
Selection	Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 015006, Page Break by Check/Advice? = N, Zero? = Y)							ERP for California			
	070 - Northcoast Prep Academy							Generated for Julie Grant (JUGRANT), Dec 15 2025 2:03PM			
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ReqPay05a

Payment Register

Scheduled 12/15/2025				Bank Account COUNTY - County Bank Account AP Checks						
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor	Northcoast Educational Foundation (0301431)				(continued)					
2025/26 12/15/25 R26-00074	RENT - MS		JAN 26	(1446241)	12/15/25	Submitted		4,500.00		4,500.00

2026 (000164) 62- 0000-0-1110-2700- 5612- 678- 0000	BatchId	Check Date	PO# BPO26-00053	Register #
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AP Vendor	TAYLOR, MIKE (030081/1) 2815 CLOVER WAY ARCATA, CA 95521-5797	LUNCH / BREAKFAST - MS	1729 DEC (1446241)	12/15/25	Submitted	975.00	975.00	975.00	Total Invoice Amount	975.00	Check
2025/26 12/15/25 R26-00066						1,120.00		1,120.00			
2026 (000081) 62- 0000-0-0000-3700- 5800- 678- 0000	BatchId	Check Date	PO# BPO26-00048	Register #							
2025/26 12/15/25 R26-00065	LUNCH / BREAKFAST - HS	1729 DEC HS (1446241)	12/15/25	Submitted		1,030.00		1,030.00			

2026 (000080) 62- 0000-0-0000-3700- 5800- 000- 0000

BatchId

Check Date

PO# BPO26-00047

Register #

& Employee Also

Total Invoice Amount

2,150.00

Check

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
62	13,740.78	456,035.67	442,294.89

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 015006, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 12/15/2025

Bank Account COUNTY - County Bank Account AP Checks

Number of Payments	8	
Number of Checks	7	\$13,740.78
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount	\$13,740.78	
Total Unpaid Sales Tax	\$0.00	
Total Expense Amount	\$13,740.78	

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	1	
\$100 - \$499	2	
\$500 - \$999	4	
\$1,000 - \$4,999		
\$5,000 - \$9,999		
\$10,000 - \$14,999		
\$15,000 - \$99,999		
\$100,000 - \$199,999		
\$200,000 - \$499,999		
\$500,000 - \$999,999		
\$1,000,000 -		

***** ITEMS OF INTEREST *****

- * Number of payments to a different vendor
- ! Number of Prepaid payments
- @ Number of Liability payments
- & Number of Employee Also Vendors
- ? denotes check name different than payment name
- F denotes Final Payment

Report Totals - Payment Count **8** Check Count **7** ACH Count **0** vCard Count **0** Total Check/Advice Amount **\$13,740.78**

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 015006, Page Break by Check/Advice? = N, Zero? = Y)

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ReqPay05a

Payment Register

Scheduled 12/16/2025

Bank Account COUNTY - County Bank Account AP Checks			
Fiscal Year	Invoice Date	Req #	Comment
AP Employee	Hess, Adam J (000010)		Payment Id (Trans Batch Id)
	2884 Little Pond Street McKinleyville, CA 95519		
*	2025/26 12/15/25 R26-00008	CELEBRATION SUPPLIES - MS	12/15/25 (1447590)
	2026 (002397) 62-1400-0-1110-1000-4391-678-0000		

Total Invoice Amount

162.62 Check

EXPENSES BY FUND - Bank Account COUNTY

Fund	Expense	Cash Balance	Difference
62	162.62	477,558.25	477,395.63

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 015014, Page Break by Check/Advice? = N, Zero? = Y)

ReqPay05a

Scheduled 12/16/2025

Bank Account COUNTY - County Bank Account AP Checks

Payment Register

Number of Payments	1	
Number of Checks	1	
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount	\$162.62	
Total Unpaid Sales Tax	\$0.00	
Total Expense Amount	\$162.62	

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	1
\$100 - \$499	
\$500 - \$999	
\$1,000 - \$4,999	
\$5,000 - \$9,999	
\$10,000 - \$14,999	
\$15,000 - \$99,999	
\$100,000 - \$199,999	
\$200,000 - \$499,999	
\$500,000 - \$999,999	
\$1,000,000 -	

***** ITEMS OF INTEREST *****

* Number of payments to a different vendor

! Number of Prepaid payments

@ Number of Liability payments

& Number of Employee Also Vendors

? denotes check name different than payment name

F denotes Final Payment

Report Totals - Payment Count 1 Check Count 1 ACH Count 0 vCard Count 0 Total Check/Advice Amount **\$162.62**

Selection Sorted by AP Check Order Option, Filtered by (Org = 70, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 015014, Page Break by Check/Advice? = N, Zero? = Y)

070 - Northcoast Prep Academy

Generated for Julie Grant (JUGRANT), Dec 16 2025 2:21PM

Northcoast Preparatory and Performing Arts Academy District Governing Board
Tuesday, December 9, 2025
NPA HS, Rm2
1761 11th Street Arcata, CA 95521

Minutes
4:17pm

1. Call to Order/Agenda

Board Members present: Robert Ziemer, Rebecca Hall, Jessica Callahan, Jillian Sheppard

Others present: Aaron Kantner, NPA Student; Alexander Kantner, NPA Parent; Jean Heard, NPA Founder; Adam Hess, Charter Director; August Deshais, HCOE Liaison

1.1 Adopt the Agenda

It was moved by Jillian Sheppard and seconded by Jessica Callahan to adopt the agenda.

Ayes Noes Absent

Rebecca Hall
Jessica Callahan
Robert Ziemer
Jillian Sheppard
Motion carried, 4-0-0

1.2 Introduction of Guests

Introductions were made by all that were present.

2. Consent Agenda

2.1 Consideration of Approval of the Warrants for NPA

It was moved by Jessica Callahan and seconded by Jillian Sheppard to approve the warrants for NPA.

Ayes Noes Absent

Rebecca Hall
Jessica Callahan
Robert Ziemer
Jillian Sheppard
Motion carried, 4-0-0

2.2 Consideration of Approval of Minutes for the November 18th Board Meeting
It was moved by Jessica Callahan and seconded by Jillian Sheppard to approve the

minutes for November 18th.

Ayes Noes Absent

Rebecca Hall

Jessica Callahan

Robert Ziemer

Jillian Sheppard

Motion carried, 4-0-0

3. Public Comments on Items Not on the Agenda

3.1 Comments by the Public: Introduction of the guests were made.

Jean said that she was there to observe and participate if needed.

4. Action Items to be Considered

4.1 Consideration of Approval of Resolution on Climate Action

Youth Climate Leadership participant, Aaron Kantner, shared a presentation on why climate action was relevant and of interest not only to the students, but to the entire school and wider community. He asked that the board sign a resolution to continue to have climate change taught in NPA classes. The board took no action noting that the resolution was to “top down” and they would like to see a revision where the students are more of the force for the action.

No action was taken by the board

4.2 Approval of Board Meeting Calendar for 2026

The Charter Director shared a potential shift of the meeting to Wednesday. This conflicts with board member availability. It was decided to keep the current date, which is the second Tuesday of the month, at 4:15 pm.

A motion was made by Jessica Callahan to accept the current meeting day and time for 2026. This was seconded by Rebecca Hall.

Ayes Noes Absent

Rebecca Hall

Jessica Callahan
Robert Ziemer
Jillian Sheppard
Motion carried, 4-0-0

4.3 Approval of NPA Board Officers

There was a motion made by Robert Ziemer to approve Jessica Callahan as board chair and Jillian Sheppard as vice chair. This was seconded by Rebecca Hall.

Ayes Noes Absent
Rebecca Hall
Jessica Callahan
Robert Ziemer
Jillian Sheppard
Motion carried, 4-0-0

4.4 Approval of NPA Corporate Officers

It was moved by Robert Ziemer that the NPA Corporate Officers would be President: Adam Hess, Secretary: Adam Hess, Treasurer: Leticia Vite-Podesta. This was seconded by Jessica Callahan.

Ayes Noes Absent
Rebecca Hall
Jessica Callahan
Robert Ziemer
Jillian Sheppard
Motion carried, 4-0-0

4.5 Appointment of Board Member to Serve as Complaint Officer

It was moved by Jessica Callahan that Robert Ziemer would serve as Board Member to serve as complaint officer. This was seconded by Jillian Sheppard.

Ayes Noes Absent
Rebecca Hall
Jessica Callahan
Robert Ziemer
Jillian Sheppard
Motion carried, 4-0-0

4.6 Certification of NPA's First Interim Budget

The Charter Director shared the updates to the adopted budget. This included changes in revenue and expenditures. The school is able to meet the reserve threshold for the 25-26 school year. A motion was made by Jillian Sheppard to adopt NPA's First Interim Budget. There was a second by Rebecca Hall.

Ayes Noes Absent

Rebecca Hall

Jessica Callahan

Robert Ziemer

Jillian Sheppard

Motion carried, 4-0-0

4.7 Consideration of Approval of SpudBug Funds for IB Training

The Charter Director shared that SpudBug funding is a onetime allocation that is meant to address rising cost. The director proposed that the school use these funds to ensure that all high school teachers are trained as required by the IB Diploma Programme. There was discussion of sending employees to an IB training versus receiving the training through an online seminar.

It was moved by Robert Ziemer that the board approve the use of SpudBug funds and that they be directed to staff training by affordable methods. This motion was seconded by Jessica Callahan.

Ayes Noes Absent

Rebecca Hall

Jessica Callahan

Robert Ziemer

Jillian Sheppard

Motion carried, 4-0-0

4.8 Consideration of Approval of Declaration of Need for the 25-26 School Year

The Charter Director shared that the declaration of need for 25-26 needed to be amended to include the need for an e-CLAD certified teacher. This will ensure that one of the teachers is not misappropriately assigned. A motion to approve the amended DON was made by Jessica Callahan and seconded by Rebecca Hall.

Ayes Noes Absent

Rebecca Hall

Jessica Callahan

Robert Ziemer

Jillian Sheppard

Motion carried, 4-0-0

5. Discussion Items

5.1 High School Work Party

It is the intention of the school to work with the church to establish priority areas and goals for action. This will be scheduled for the Springtime.

5.2 PAC and student representatives

It was shared that we are establishing student representatives at the high school and that this group will work with the climate action representative.

5.3 Updates on SB740 and NSLP Funding

The Charter Director will continue to seek new membership on the school board. It was discussed how to engage with people that are outside of the school community.

6. Reports

6.1. Director's Report

The Charter Director shared that the semester is winding down quickly and end of semester events are taking place. This includes summative class assignments and assessments. There will be a Winter Art Celebration on December 16th at 6 pm. The middle school will have its Winter celebration on Friday, December 19th, and the high school will have its Secret Snowflake on that same day.

7. Next Board Meeting

7.1 Possible Agenda Items

Report on discussion with YM&C and NEF. The board is interested in having NEF represented at the next board meeting.

7.2 Next Board Meeting Date: January 13th at 4:15pm.

8. Adjournment at 6:36 pm

A motion to adjourn was made by Jessica Callahan with a second from Jillian Sheppard.

Ayes Noes Absent

Rebecca Hall

Jessica Callahan

Robert Ziemer

Jillian Sheppard

Motion carried, 4-0-0