

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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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 Calahan.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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.

<u>Ayes</u>	<u>Noes</u>	<u>Absent</u>
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.

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