

Northcoast Preparatory and Performing Arts Academy District Governing Board
Tuesday, June 9th, 2026
NPA HS, Rm2
1761 11th Street Arcata, CA 95521

Minutes
4:25pm

1. Call to Order/Agenda

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

Others present: Adam Hess, Charter Director; Janelle Bucklin, NPA parent; Laurie DeKeyser, NPA parent.

1.1 Adopt the Agenda

It was moved by Jillian Sheppard and seconded by Robert Ziemer to adopt the agenda.

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

2. Consent Agenda

2.1 Consideration of Approval of the Warrants for NPA

It was moved by Robert Ziemer and seconded by Jillian Sheppard to approve the warrants for NPA.

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

2.2 Consideration of Approval of Minutes for the May 12th Board Meeting

Jillian Sheppard noted a change was needed as she recused herself from the vote on the 8th grade trip. It was moved by Jessica Callahan and seconded by Rebecca Hall

to approve the amended minutes for May 12th.

<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: No comments.

4. Public Hearing

4.1 Public Hearing: 2026-2027 Education Protection Account Resolution and Planned Expenditures

Information on the use of the EPA funds at NPA was shared.

4.2 Public Hearing: 2026-2027 Final Budget Adoption

Information of the budget for the 2026-27 school year was shared.

4.3 Public Hearing: 2026-2027 Budget Overview for Parents and Local Control and Accountability Plan with 2025-2026 Annual Update

Information of the LCAP and it's connection to the budget for 2026-27 was shared.

5. Action Items to be Considered

5.1 Consideration Approval of Board Meeting Dates for the 2026-27 School Year

The board discussed the current dates and changes that could be made to ensure better access by the public. It was decided that meetings would be moved to Wednesday at 5:30 pm.

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

5.2 Consideration of Approval of NHUHS District Transportation Agreement 2026-27

The board discussed the dates when the buses were used each year. These dates are the pumpkin patch, the Halloween House, and the Winter caroling event. Jillian Sheppard made a motion to approve the NHUHS District Transportation agreement for 2026-27. 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		

5.3 Consideration of Approval of Declaration of Need for 2026-27 School Year

The charter director shared that the DON included potential needs in several areas. The intention is to hire for these positions, but they were included as they are currently vacancies. There was a motion to approve the DON for 2026-27 made by Jessica Callahan. 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		

5.4 Consideration of Approval of Education Protection Account Resolution and 2026-27 EPA Planned Expenditures

The charter director shared that the EPA funds received by NPA all go to teacher salaries which is within the scope meant for the use of these funds. Jessica Callahan made a motion to approve the EPA resolution for 2026-27. 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		

5.5 Consideration of Approval of Warrant Distribution Authorization Form CS-1 and Certification Form CS-7

The charter director shared that this is a yearly process by which the board authorizes who is able to pickup checks from HCOE. There was a motion made by Jillian Sheppard to approve the authorization of the CS-1 and CS-7. This 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		

5.6 Consideration of Approval of Literacy Stipend for 2025-26

The charter director shared that the English teacher has been spending more time with students as both the journalism lead teacher, literary magazine lead teacher, and assisting students with literacy aspects of their education. As these roles are outside the contracted hours it was proposed to provide a stipend for the teacher. There was a motion to authorize a literacy stipend in the amount of \$7500 made by Jessica Callahan. 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		

5.7 Consideration of Approval of hourly wages and stipends for 2026-27

The charter director shared the anticipated wages and stipends for 2026-27. The board had questions that will be addressed at the June 18 meeting.

No action was taken.

5.8 Consideration of Approval of the Consolidated Application for Funding

The charter director shared the nature of the Consolidated Application for Funding. There was a motion to approve the Consolidated Application for Funding for 2026-27 made by Jessica Callahan. 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

5.9 Consideration of Approval of Salary Schedule 2026-27

The charter director shared that the salary schedule for 2026-27 had no changes. The board asked for clarification on a number of points. These questions will be addressed at the June 18 meeting. There was no action taken.

5.10 Consideration of Approval to change the June 10th board meeting date

The charter director shared that there was a personal conflict with the June 10 board meeting date. There was a motion to approve the change of date to June 18th that was made by Jessica Callahan. This was seconded by Jillian Sheppard.

Ayes

Noes

Absent

Rebecca Hall

Jessica Callahan

Robert Ziemer

Jillian Sheppard

Motion carried, 4-0-0

6. Reports

6.1. Director's Report

The Charter Director shared updates on both middle and high school campuses, information about enrollment for 2026-27

7. Next Board Meeting

7.1 Possible Agenda Items

Complete roles and responsibilities.

7.2 Next Board Meeting Date: June 18th at 4:15pm.

8. Adjournment at 7:19 pm

A motion to adjourn was made by Jessica Callahan with a second from Rebecca Hall.

Ayes

Noes

Absent

Rebecca Hall

Jessica Callahan

Robert Ziemer

Jillian Sheppard

Motion carried, 4-0-0