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

Minutes
5:30pm

1. Call to Order/Agenda

Board Members present: Rebecca Hall, Jessica Callahan, Jillian Sheppard, Janelle Bucklin

Others present: Adam Hess, Charter Director; Bridget Quinn, NPA teacher; Laurie DeKeyser, NPA parent; Christy NG, HCOE Liaison; Rose Callahan, NPA student; Heather Ballinger, NPA parent

1.1 Adopt the Agenda
It was moved by Jillian Sheppard and seconded by Rebecca Hall to adopt the agenda.

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

1.2 Introduction of Guests
Laurie DeKeyser, Bridget Quinn, Rose Callahan, Heather Ballinger, and Christy Ng were introduced.

2. Consent Agenda

2.1 Consideration of Approval of the Warrants for NPA
It was moved by Jillian Sheppard and seconded by Jessica Callahan to approve the warrants for NPA.

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		
Motion carried, 4-0-0		

2.2 Consideration of Approval of Minutes for the August 12th Board Meetings
It was moved by Jessica Callahan and seconded by Rebecca Hall to approve the minutes from both June meetings.

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		

Motion carried, 4-0-0

3. Public Comments on Items Not on the Agenda

3.1 Comments by the Public: Heather Ballinger shared concerns about the process used for curriculum adoption. She shared that there are community resources that can be accessed at HCOE.

4. Action Items to be Considered

4.1 Consideration of Approval of the Unaudited Actuals for 25-26

The board discussed matters relating to the unaudited actuals and the relation to the 26-27 budget. A motion to approve the unaudited actuals was made by Jillian Sheppard and seconded by Janelle Bucklin.

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		

Motion carried, 4-0-0

4.2 Consideration of Adoption of the Gann Resolution for NPA 26-27

The board discussed the resolution and unanimously approved its adoption. A motion to approve the Gann Resolution was made by Janelle Bucklin and seconded by Jessica Callahan.

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		

Motion carried, 4-0-0

4.3 Consideration of Approval of the 25-26 Prop. 28 Annual Report

The charter director shared the expenditures related to arts and music for 2025-26. A motion to approve the 25-26 Prop. 28 Annual Report was made by Jessica Callahand and seconded by Jillian Sheppard.

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		

Motion carried, 4-0-0

4.4 Consideration of Approval of Contract Updates for 2026-27

The charter director shared the requested contract updates. See attached document for approvals. A motion to approve the contract updates for 2026-27 was made by Jessica Callahand and seconded by Janelle Bucklin.

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		

Motion carried, 4-0-0

4.5 Consideration of Approval of Reflective Coach Stipend and Associated Fees

The charter director shared the cost to the school for an induction candidate to participate along with the recommended stipend for the coach. A motion to approve the reflective coach stipend and associated fees was made by Jessica Callahan and seconded by Rebecca Hall.

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		

Motion carried, 4-0-0

5. Discussion Items

5.1 Board Retreat

The charter director proposed a board retreat where past board members could meet with current board members to discuss the school's mission and goals moving forward. The discussion led to a potential date of January 29th.

5.2 International Trips

The charter director shared information about potential trips. These include Sweden, Spain and South Korea.

5.3 High School Play

The charter director shared information about the potential dates for the all school play. This may be a shift of the dates to March.

5.4 LCAP Updates

The charter director shared a small revision to the LCAP. This was to ensure that there was a statement about using remaining LREBG funds. The funds will be used for instructional materials and special education resources.

6. Reports

6.1. Director's Report

The Charter Director shared information about the start of the year at both the middle and high schools. There was discussion about the need for a new refrigerator for the kitchen. There was a brief update on disability insurance for employees. There was also discussion about the parent handbook.

7. Next Board Meeting

7.1 Possible Agenda Items

Curriculum support for teachers and a curriculum adoption procedure. The Northcoast Educational Foundation board and outstanding loan update. Literature seminar. Parent handbook.

7.2 Next Board Meeting Date: October 14th at 5:30 pm

8. Adjournment at 7:17 pm

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

Ayes	Noes	Absent
Rebecca Hall		
Jessica Callahan		
Janelle Bucklin		
Jillian Sheppard		

Motion carried, 4-0-0