



NORTHERN SUMMIT ACADEMY
Board of Directors
Regular Board Meeting

August 14, 2025

2301 Balls Ferry Rd
Anderson

Agenda

We welcome you to this public meeting. Members of the public may be heard on any business item on the Board's Agenda. A person addressing the Board will be limited to five (5) minutes unless the chairperson of the Board grants a longer period of time. The Board will only allow comments by members of the public on an item that appears on the Agenda during consideration of the item. We would appreciate it if you would identify yourself with your name when addressing the Board.

I. Call to order and roll call _____ PM

Mike McMaster____ Bill Arnold____ Linda Stow____ Lois Rose____
Lori McNeill____ Jessica Sarver____ Steven Hazeltine____

II. Pledge of Allegiance

III. Approval of the Agenda

Motion: _____ Second: _____ Ayes: _____ Noes: _____
Abstentions: ____ Absent: _____

IV. Public Comment

An opportunity for any member of the public to address the Governing Board on any matter on the Agenda, which is within the jurisdiction of the Board.

V. Information Items/Director's Report

- 1. Current enrollment – 214, new enrollments on the online reg every day. We have not fully enrolled all students on the waitlist.**
- 2. SPED – 36, this is one of our subgroups for the CAASPP.**

3. College/Career – Melisa Armstrong will be working with each TOR who has high school students to ensure the students get the most out of their high school education.
4. Staffing Update – We have 32 employees. 17 of these are certificated teachers.
5. Outreach – Jacey has been working on our Community Partners who will come to our Back to School/Community Resource/Book Fair Event – September 11, 2025.
6. The Lassen Camping Trip is booked for the week of September 21, 2025.

Action Items

1. Discussion and possible approval of the updated 2025-2026 Parent Student Handbook.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: _____ Absent: _____

2. Discussion and possible approval of the updated 2025-2026 Employee Handbook.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: _____ Absent: _____

3. Discussion and possible approval of center wide behavior management system.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: _____ Absent: _____

4. Discussion and possible approval of revising the Executive Director Salary Schedule to be consistent with the step percentage used for administrative steps. Application of the pay to be retroactive to July 1, 2025.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: _____ Absent: _____

5. Discussion and possible approval of annual Lassen Park Camping Trip, September 22-26, 2025. Staff will set up camp on Sunday, September 21.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: _____ Absent: _____

6. Discussion and possible approval of the Conn App Report submitted to CDE in June 2025.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: ____ Absent: _____

7. Discussion and possible approval of warrants for July 9 – August 11, 2025.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: ____ Absent _____

8. Discussion and possible approval of the July 10, 2025 Regular Board Meeting Minutes.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: ____ Absent: _____

9. Discussion and possible approval of reassigning Kat Ruggles from a Paraprofessional to Office Assistant. This will place her at Step 1 of the Office Assistant salary schedule. The pay step will be retroactive to August 8, 2025.

Motion: _____ Second: _____ Ayes: _____

Noes: _____ Abstentions: ____ Absent: _____

Comments

Mike McMaster Bill Arnold Linda Stow Lois Rose

Lori McNeill Jessica Sarver Steven Hazeltine

Next Meeting: _____

Adjournment: _____