

NOVATO CHARTER SCHOOL
REGULAR MEETING OF THE BOARD OF DIRECTORS
(A California Non-Profit Public Benefit Corporation)
940 C Street, Community Room, Novato, CA

Wednesday, August 15, 2018

APPROVED MINUTES

1. OPENING

1.1 Chair called meeting to order at 6:05 pm

1.2 Roll Call of Board Members

		Present	Absent
Craig Allender	(CA)	X	
Erik Berkowitz	(EB)	X	
Nicol Brescia	(NB)	X	
Lia Heath	(LH)	X	
Alexandria Quam	(AQ)	X	

1.3 Agenda Modification-Item 4.3 re Foundation report and messaging will be taken out of order upon arrival of Kristen Marchi, Foundation President.

2. PUBLIC COMMENT-None

3. CONSENT AGENDA ITEMS

3.1 Approve Minutes: June 6, 2018-Approval of minutes postponed to September 12, 2018 to determine approval protocol when voting members have retired.

4. GOVERNANCE

4.1 Swearing-in of new Board Members-NB administers the oath and both CA and LH affirm.

4.2 Election of Officers-EB is nominated CFO by AQ. CA seconds nomination. Unanimous vote to elect EB new CFO.

4.3 Foundation report and messaging-Kristen Marchi presented draft fundraising letter for Board review. Members comment on expenditures graphic and layout.

4.4 Board meeting schedule review-The September 12, 2018 meeting is from 1:00 pm to 4:00 pm and will include Board training and then a meeting. All other meetings will start at 6:00 pm. The meetings in March and April 2019 may run long in order to review LCAP.

4.5 Preview Board orientation on Sept. 12th-The Board training will include a review of the Brown Act and may include Board rules & responsibilities or strategic planning.

5. ADMINISTRATION

5.1 Emergency Preparedness-NL reports. NUSD includes NCS in their Emergency Preparedness planning. NCS works with NUSD consultants to plan and coordinated required drills.

5.2 Facilities (Summer projects/maintenance, Gratitude Day, future needs)-NL reports. Most projects have been completed, including installation of new carpets in the 1st through 8th grade classrooms, replacement of all interior and exterior lighting (paid for with the restricted Prop 39 funds), and professional installation of basketball polls. The kindergarten slide replacement is in the works and should be in by Gratitude Day. Wood surround in kindergarten still planned by on hold as the slide replacement and basketball polls installation cost more than budgeted. The ramps to the classrooms and steps to teacher lounge were resurfaced. The District, using bond money, installed hotspots so Chrome books may be used in the older grades. NCS is included in NUSD Round One plan for use of bond money to improve IT infrastructure. The District will conclude parking lot repairs by the start of school.

5.3 NCS-Hamilton liaison, 970 C Street remediation, Smart Train anniversary- NL reports. 970 C Street remediation not complete as of August 15, 2018. No remediation work will occur on Saturday, August 18th (Gratitude Day) but work will resume Sunday, August 19th and should be complete the following weekend. Garden beds, railings, and playground have been covered by tarps during remediation. Air sampling tests are being conducted as required under the monitoring plan. EB asked whether monitors will conduct wipe-down sampling. EB will follow up with Steve Marshall at Novato Environmental Planning Services and/or the environmental monitors about wipe-down sampling and whether they have any results. Smart Train anniversary will occur on gratitude day.

5.4 Round Table Forum update-organizer meeting Tuesday, August 21-NL reports. The planning meeting is scheduled for August 21, 2018. The first Round Table Forum meeting will be scheduled for September. The goal is to have a representative from each school committee to attend round table meetings.

5.5 Update on Mission statement-NL reports. Faculty and staff had professional development meetings Monday, August 13th and Tuesday, August 14th which included improvisation exercises with EB and the Strength Finder 101 test conducted by Dr. Porter. Part of the work with Dr. Porter also included working on the Mission statement. As a result, the faculty and staff come up with the following updated statement: "We believe our students will positively impact the world. Our mission is to guide students to discover their unique gifts, build

connections with others, and foster a love of learning.” The Board discussed how best to present the Mission statement to the community. Perhaps it should be presented as the final Mission statement and the community should be asked for input on the school Vision.

6. NEXT BOARD MEETING

Wednesday, September 12th-Board Orientation and Meeting from 1:00 pm to 4:00 pm.

7. COMMENTS FROM BOARD MEMBERS-Agenda items for future meetings

7.1 Discuss new school branding/crest/graphics during October meeting.

7.2 Approve whether NCS should become full member of Alliance of Public Waldorf Education during September meeting.

8. ADJOURNMENT-8:03 pm