

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, December 12, 2018
 APPROVED MINUTES

OPEN SESSION – 6:00 pm

1. Call Meeting to Order, Roll Call

- A. Call Meeting to Order at 6:08 p.m.
- B. Roll Call of Board Members

| Board Member | Present | Absent | Late | Arrival Time |
|----------------------|---------|--------|------|--------------|
| Craig Allender (CA) | X | | | |
| Erik Berkowitz (EB) | X | | | |
| Nicol Brescia (NB) | X | | | |
| Lia Heath (LH) | X | | | |
| Alexandria Quam (AQ) | X | | | |

2. **Agenda Modification**-Agenda items will be taken out of order. Item 5C will be heard first, then items 5A and 5B will be presented together.

3. **Public Comment**-None.

4. **Consent Agenda Items-**

- A. Approve Minutes: November 14, 2018. CA motions to approve minutes. EB seconds. AQ and LH abstain. Unanimous vote to approve November minutes.

5. **Board Discussion/Action Items-**

- A. Interim Budget Report: John Azzizzi presented the First Interim Report and answered board questions about NCS revenues and expenditures.
- B. Review/Approve First Interim Report of Fiscal Activity/Budget Revisions July 1 to Oct 31, 2018: EB motioned to approve the First Interim Report. CA seconded. Unanimous vote to approve First Interim Report.

- C. Review of Draft Audit Report: John Azzizzi presented a Draft Audit Report for year ended June 30, 2018. The independent auditors' findings indicate that NCS financial statements are in compliance with applicable laws and regulations. A few corrections will be made and the final Audit Report will be approved by the Board at the next meeting.
- D. Foundation Report: Kristen Marchi reported while total donations are up a bit from this time last year, it continues to be difficult to get all families to donate. KM believes parents need to be informed about NCS budget issues and that that message should come from the Board. NCS Foundation is interested in understanding why more families are not donating and may create a parent survey. The Board may include a letter to parents or a "State of the School" message in the Thread. EB and CA will draft a Board letter.
- E. Review Conflict of Interest Policy: Board reviewed draft Conflict of Interest Policy. Final version will be presented at the next board meeting for approval.
- F. Review & Approve Update to Board Election Policy & Timeline (rev 3.14.18): The Board reviewed Board Election Policy & Timeline. EA motioned to approve. AQ seconded. Unanimous vote to approve Board Election Policy & Timeline.
- G. Review & Approve Alliance for Public Waldorf Education full membership: Nikki Lloyd explained certification process and deadlines. She reported that staff is ready to start the self-study step of the certification process. EB motioned to approve full membership. LH seconds. Unanimous vote to approve Alliance for Public Waldorf Education full membership.
- H. Review & Approve updated salary schedules: April Jackson reported the salary schedules were updated to include salaries for substitutes, Power Hour/Homework Club Instructor, and Athletic Director. EB motioned to approve salary schedules. CA seconded. Unanimous vote to approve updated salary schedules.

6. Information Items: Reports

- A. Administrative-Reported by Nikki Lloyd and April Jackson
 - Updates on Special Ed/SELPA-NL is in the process of applying to the El Dorado SELPA. NCS's request for early release from Marin SELPA was denied but NL will continue to discuss this more with NUSD at a meeting with Jim Hogeboom and Yancy Hawkins on December 11, 2018.
 - Dashboard-AJ gave Board a California Schools Dashboard presentation to review NCS test scores for 2018.
 - Legal updates/Free and Reduced Hot Lunch Program-New law requires schools to provide free and reduced cost lunch program. AJ report School Foodies, based out of Alameda, will be the NCS provider starting in Spring 2019.
 - NUSD updates-There are efforts underway to seek ADA reimbursement for school closure day related to the smoke from wildfires.
 - Emergency Preparedness-Blinds for classroom windows are being priced.
 - NCS-Hamilton Square-970 C Street is a co-housing project. A public hearing to introduce the project will be held on December 20, 2018.

- North Bay Children's Center Closure-Shortly portable buildings will be going up and they will be used by NBCC while the new facilities are being built.
- Website & Logo-The new NCS website is now live. The website has a nice mobile version. The logo has also been selected.

7. **Next Board Meeting**-Wednesday, January 16, 2019 at 6:00 PM

8. **Comments from Board Members**-Agenda items for future meetings

- Approve Final Audit
- Discuss SELPA update
- Hot Lunch Program update
- Independent study discussion. AQ and LH will research how other schools offer independent study.
- Review and discuss Board letter to parents.
- Approve Conflict of Interest Policy
- Review first draft of Discipline Policy

9. **Adjournment**-9:26 PM