

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, February 13, 2019  
 APPROVED MINUTES

**OPEN SESSION – 6:00 p.m.**

**1. Call Meeting to Order, Roll Call**

- A. Call Meeting to Order at 6:04 p.m.
- B. Roll Call of Board Members

Board Member	Present	Absent	Late	Arrival Time
Craig Allender (CA)	X			
Erik Berkowitz (EB)			X	6:06 p.m.
Nicol Brescia (NB)	X			
Lia Heath (LH)	X			
Alexandria Quam (AQ)	X			

2. **Agenda Modification**-Agenda items 5C and 5I are postponed until the March 2019 meeting.

3. **Public Comment**-None.

4. **Consent Agenda Items-**

- A. Approve Minutes: December 12, 2018. CA motions to approve minutes. LH seconds.  
 Unanimous vote to approve November minutes.

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

- A. Yancy Hawkins, NUSD Assistant Superintendent of Business and Operations, made presentation to the Board regarding financial pressures facing schools in general and NCS specifically. Some of these pressures include increased STRS/PERS rates, increased Special Ed costs, and new costs related to school lunch program requirements. YH also spoke about NUSD budget, declining enrollment, declining revenues and the cuts made to NUSD budget of \$2 million last year and an additional \$1.5 million this year. As of 1<sup>st</sup> Interim, NCS is operating at a deficit and currently NCS reserves are predicted to fall below the mandated state level. Once NCS leaves Marin SELPA, as a result of the Special Ed cost savings, NCS's financial outlook improves and reserves are predicted to exceed the mandated state level. YH reported that NUSD Board will

consider capping NCS's SELPA costs at 3.0% which together with Governor's proposed budget increases should put NCS at the level of reserves mandated for certification for 2019/2020.

- B. Approval of the Final Audit Report for Prior Year-CA motioned to approve. LH seconded. Unanimous vote to approve Final Audit Report.
- C. Approve IRS Form 990 And FTB Form 199-Postponed until the March 2019 meeting.
- D. Approval of the Conflict of Interest Code Board Policy #200-AQ motioned to approve. CA seconded. Unanimous vote to approve Conflict of Interest Code Board Policy #200.
- E. Approval of Overnight Field Trips-EB motioned to approve. LH seconded. Unanimous vote to approve overnight field trips.
- F. Approval of Low-Performing Students Block Grant (LPSBG) Plan-EB motioned to approve. AQ seconded. Unanimous vote to approve LPSBG Plan.
- G. Approval of Safety Plan-The Safety Plan will be updated yearly, presented at a public meeting, then approved by the Board and presented to NUSD. EB motioned to approve. CA seconded. Unanimous vote to approve Safety Plan.
- H. 1<sup>st</sup> Reading NCS Student Discipline Policy-Board Members will review policy and send comments to Administration. There will be a second review and possible approval next month.
- I. Review message to community-Postponed until the March 2019 meeting. EB provided update that he is working on gathering information about costs for STERS/PERs and special education. Board members discussed ideas about how parents can contribute in different ways such as donating the sum equal to the cost of their child's absence.
- J. Collect Form 700 from Board Members-Board members turned their forms in to AJ.
- K. Discussion/Study: Alliance Path to Membership-NL presented. The Alliance accreditation process going well and staff is invigorated. Staff assessed NCS in connection with the Alliances' 7 core principles. NL will send board summary of NCS's strengths and challenges related to these core principles.

## 5. Information Items: Reports

- A. Updates on Special Ed/SELPA-NL reported. NUSD declined to grant NCS early release but has proposed capping SELPA costs at 3% per year. A draft NCS/NUSC amended MOU regarding the 3% cap is being circulated. NCS was accepted by the El Dorado SELPA and our acceptance may be deferred for one year. NL is in process of applying to Sonoma SELPA.
- B. Legal updates-AJ reported. She met with NUSD regarding the legally mandated meal program and is waiting for a cost proposal from the district to provide meal services and/or administrative support. AJ will have an update for the next meeting. Discussions continue with Matthew

Willis, the Marin County Public Health Officer, regarding school closures related to extreme weather or disastrous events (wildfire smoke closure).

- C. Create liaisons with NUSD Board-NL reported. Board members encouraged to reach out to NUSD trustees to establish relationships. Each NCS board member selected a trustee and will attempt to make contact.
  - D. Emergency Preparedness-AJ reported. Practice drills are occurring as scheduled, staff are practicing using the walky-talkies, and on February 14, 2019 the final measurements for the blinds will be done.
  - E. Finalize Lottery Date & Time-AJ reported. February 8, 2019 was the application deadline. The lottery will be held on March 6, 2019 at noon. CA and EB may attend.
  - F. LCAP Timeline-AJ reported. LCAP review happened on February 24, 2019. There are new members on the parent advisory committee. The parent surveys will be complete soon. The student surveys will happen next. The Public hearing is set in May 2019.
6. **Next Board Meeting**-Wednesday, March 13, 2019 at 6:00 PM
8. **Comments from Board Members**-Agenda items for future meetings
- Schedule Independent Study Policy review for a future meeting.
9. **Adjournment**-9:10 p.m.