

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

Wednesday, August 14, 2019, at 6:00 pm  
 APPROVED MINUTES

**1 Call Meeting to Order, Roll Call-6:12 pm**

Board Member	Present	Absent	Late	Arrival time
Craig Allender (CA)	x			
Erik Berkowitz (EB)	x			
Bridgette Corridan (BC)	x			
Lia Heath (LH)		x		
Alexandria Quam (AQ)	x			

**2 Agenda Modification-None.**

**3 Public Comment-None.**

**4 Consent Agenda Items**

- A. Approve Minutes: June 17, 2019. EB motioned to approve the minutes. GA seconded. Unanimous vote to approve June 17, 2019 minutes.

**5 Board Discussion/Action Items**

- A. Swearing-in of new Board Members-AQ administered the oath to EB and BC. Oath signed and given to AJ to be kept on file.
- B. Election of Officers
  - 1. Board Chair-BC nominated AQ. Unanimous vote to elect AQ board chair.
  - 2. CFO-CA nominated EB. Unanimous vote to elect EB CFO.
  - 3. Secretary-CA nominated himself. Unanimous vote to elect CA secretary.
- C. Board meeting schedule review-Members reviewed schedule handout.
- D. Board Self Evaluation review-EB volunteered to organize data to present at the next meeting.
- E. Preview Board orientation on Sept. 11<sup>th</sup>-CCSA (California Charter Schools Association) will facilitate the training which will include a review of the Brown Act.

**5 Information Items: Administrative Reports**

- A. Update: Alliance Path to Membership-NL reported on status of membership. The NCS site visit and report to the Alliance Membership Committee looked good will be submitted for approval.

- B. Emergency Preparedness-AP reported that emergency preparedness drills have been scheduled for the year and the NCS safety plan is ready to be turned in to NUSD. The first earthquake drill is scheduled for 9/26/19. Safety teams from other schools may attend. AP attended a MCOE meeting about wildfire, deenergizing, and the development of guidelines about school closures or limiting school activities. NL advised that NCS can make those determinations independently but will likely follow NUSD decisions (unless there are conditions unique to the Hamilton area).
- C. Facilities (Summer projects/maintenance, Gratitude Day, future needs)-Gratitude day is August 17, 2019. AP reported on projects completed over the summer including repair of the middle school bathroom, repair of the playground structure, coating of the roofs of several buildings, painting of ramps and rails, renewal of the outdoor classroom, deep cleaning of all classrooms and weeding behind buildings. AJ and CA will continue to maintain a list of our facilities' needs.
- D. Foundation report & messaging-AJ reported that she and the new Foundation board chair, Michel Kattan, will start working on the annual mailer so it will be ready before back to school night. AJ reported the Foundation board is vibrant and excited about fundraising.

**7 Next Board Meeting**

Wednesday, September 11th-Board Orientation 12 to 4 pm

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

- A. Review Board Evaluations
- B. Board Study: Outcome of Charter for October Meeting
- C. Special Ed/SELPA membership

**9 Adjournment-7:23 pm**