

Election of Board officersBOARD OF DIRECTORS

NOVATO CHARTER SCHOOL

(A California Non-Profit Public Benefit Corporation)

940 C Street, Novato, CA

February 9th, 2022 6:00pm

REGULAR MEETING AGENDA

The Novato Charter School welcomes your participation at the School's Board of Director meetings. The purpose of a public meeting is to conduct the affairs of the school in public. This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors ("Board") and employees of the Novato Charter School shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at

<https://nusc-org.zoom.us/j/87051392876?pwd=Q0pFZlFLV3ZlcvpESmZMN0dGdDVkUT09>

Meeting ID: 870 5139 2876

Passcode: 066406

Members of the public who wish to comment during the Board meeting may use the "raise hand" tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

As discussed in Legal Update No. 15-2021 regarding recent amendments to the Brown Act and pursuant to AB 361, local public agencies in Marin County may proceed to hold virtual meetings after September 30, 2021 without holding a separate meeting to make a determination that meeting in person would present imminent danger.

Access to Board Materials: A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on The Novato Charter School's website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by emailing mbloom@nusc.org. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

BOARD MEMBER CODE OF CONDUCT

We will demonstrate **respect** for each other and all school constituents through open communication and by practicing gratitude and appreciation.

We will **collaborate** by honoring each member's unique point of view when working on the common goal of supporting the mission and vision of NCS.

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We will align our actions to support the faculty and staff in their endeavor to provide a **holistic/developmentally** appropriate education through **creativity and the art of teaching**. We will hold ourselves and each other accountable to arrive at Board meetings prepared and in follow-through of additional responsibilities including committee work outside of meetings.

BOARD MEETING CODE OF CONDUCT

We welcome the public to our Board Meetings! We request that each visitor honor the following agreements in support of our school core values:

- Maintain open, respectful body language and tone of voice when sharing viewpoints.
- Respect the Direct Communication model by bringing any concern first to the person(s) most directly connected or responsible for the topic.
- Offer full listening and attention and lend a benefit of the doubt to each member.
- Honor established agreements and limitations of the board meeting format including:
 - Time limits
 - Discussion limited only to agenda items (no discussion of non-agendized topics)
 - Avoid interrupting others
 - Stay focused on speaker and topic (do not engaging in distracting behavior/side conversations)
 - Express gratitude and appreciation whenever/wherever possible.

AGENDA ITEM SPONSOR Approx. Time **1. Call Meeting to Order, Roll Call** Craig Allender 5 Min.

Board Member	Present	Absent	Late	Arrival time
Craig Allender, Chair (CA)				
Erik Berkowitz, Trustee (EB)				
Bridgette Corridan, Secretary (BC)				
Lia Heath, Chief Financial Officer (LH)				

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2. Agenda Modification Craig Allender 5 Min.

3. Public Comment Craig Allender 5 Min. *This is the opportunity for members of the community to speak on topics that are not agendized on tonight's board meeting. Because these are not agendized items the board and staff may not dialog back and forth with you. If you have a specific question that staff may be able to answer, staff may contact you. Should a board member choose to have this placed on a future meeting they may contact staff to do that.*

4. Consent Agenda Items Craig Allender 5 Min.

Consent Agenda Items : All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them.

A. Approve Minutes: December 8th, 2021

B. Approve CLA Audit:

*Review and approve the annual audit report. There were no audit findings, memos, or corrective actions in the audit report. The board reviewed the draft audit report in detail at its December meeting. Submit "Audit Certification" to MCOE prior to February 15
Staff Recommendation: Approve Audit Report for 2020-2021 Fiscal Year*

Moved By:							
Seconded By:							
Action:							

5. Board Discussion/Action Items

A. Admission Policies and Procedures

Staff Recommendation: Approve

Moved By:							
Seconded By:							

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Action:							
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B. Supplement to the Annual LCAP UpdateBoard Presentation

C. Updated COVID Leave Policy 1/1 - 9/30/22

In line with pending state legislation, extend the state SPSL program retroactively from 1/1/22 - 9/30/22 with 10 days of Covid-Related Leave

Staff Recommendation: Approve

Moved By:							
Seconded By:							
Action:							

D. March 9th BOARD MEETING - IN PERSON OR VIA ZOOM Decide whether to have the board meeting on March 9th in person or through Zoom. *Staff Recommendation: Approve* For safety reasons, continue through Zoom.

Moved By:							
Seconded By:							
Action:							

E. NCS 504 policy - First Reading

F. Board Vacancy Candidate. A Quam resigned from the BOD effective 12/23/21. In accordance with the NCS Board Bylaws, the Board shall appoint a replacement trustee as soon as is reasonable. NCS Administration and Board President recommend candidate Dani Harmon for the open position, effective February 10th, 2022. Attached please find Dani's Board candidacy statement for review.

Moved By:							
Seconded By:							
Action:							

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6. Information Items: Administrative Reports

- A. Foundation Update
 - a. Financial Update
 - b. Messaging
 - c. Enchanted Garden
- B. CAASPP Student Score Data Board Presentation- Student Success
- C. Extended Learning Opportunity Plan Discussion for 2022-2023 School Year
 - a. Potential partnership with YMCA for extended day requirement
- D. COVID Update
- E. Form 700 Requirement from all NCS board members update
- F. Community Engagement-Upcoming
 - a. 2/4/22 LCAP mid year review via Community Chat
 - b. 2/15/22, 6:30-7:30 Community Round Table
- G. Enrollment Update
 - a. Enrollment as of 2/4/2022

Grade	Total/target enrollment	Enrollment 2/4/2022	Seats available	Change from 12/8/21
TK	22	22	0	0
K	28	28	0	0
1	28	28	0	0
2	28	28	0	0
3	28	28	0	0
4	28	28	0	0
5	28	28	0	0
6	26	24*(+1)	-1*	+1*

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7	26	27	+1	0
8	26	26	0	0
Totals	268	268*	1	+1*

*as of 2/28/22 when 6th Grade student joins

b. 3/2/2022 Upcoming Admissions Lottery

i. Review Lottery Application numbers per year

Stats From Schoolmint												
2022-23												
School Name	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	Total	
Novato Charter School	<u>40</u>	<u>35</u>	<u>23</u>	<u>15</u>	<u>18</u>	<u>7</u>	<u>11</u>	<u>6</u>	<u>5</u>	<u>4</u>	<u>164</u>	
2021-22												
School Name	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	Total	
Novato Charter School	<u>30</u>	<u>51</u>	<u>43</u>	<u>23</u>	<u>19</u>	<u>7</u>	<u>16</u>	<u>14</u>	<u>6</u>	<u>2</u>	<u>211</u>	
2020-21												
School Name	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	Total	
Novato Charter School	<u>43</u>	<u>63</u>	<u>27</u>	<u>27</u>	<u>8</u>	<u>15</u>	<u>9</u>	<u>13</u>	<u>4</u>	<u>2</u>	<u>211</u>	
2019-2020												
School Name	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	Total	
Novato Charter School	<u>56</u>	<u>73</u>	<u>20</u>	<u>13</u>	<u>22</u>	<u>11</u>	<u>13</u>	<u>13</u>	<u>5</u>	<u>3</u>	<u>229</u>	

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H. Facilities and Safety update

a. New Portable Update

b. NBCC Project Update

c. Soccer Field Update - approved by NUSD on Jan 11th

I. Meal Program for 2022-2023 School Year: NUSD FANS Proposal

7. Next Board Meeting 5 Min. Wednesday, March 9th, 2022 at 6pm

8.. Comments from Board Members -

Please email future agenda items to nlloyd@nUSD.org and callender@nUSD.org 5 Min.

9. Adjournment

Agenda publicly posted on www.novatocharterschool.org on Friday, February 4th 2022 by Megan Bloom