

BOARD OF DIRECTORS  
NOVATO CHARTER SCHOOL  
(A California Non-Profit Public Benefit Corporation)  
940 C Street, Novato, CA  
October 19th, 2022 6:00pm  
REGULAR MEETING AGENDA

The Novato Charter School welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School.

To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. Blue "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Public Comment." Submit your blue forms to the Board Clerk prior to the relevant agenda item.
3. "Public Comment" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may (a) give direction to staff to respond to a concern, (b) direct that the item be referred to the Director for action or (c) schedule the item on a subsequent agenda.
4. With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item, and total time allotted for agenda items will not exceed twenty (20) minutes.
5. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.

**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@nisd.org](mailto:mbloom@nisd.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.

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 OF DIRECTORS  
NOVATO CHARTER SCHOOL  
(A California Non-Profit Public Benefit Corporation)  
940 C Street, Novato, CA  
October 19th, 2022 6:00pm  
REGULAR MEETING AGENDA

**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.

**1. CALL MEETING TO ORDER, ROLL CALL 5 MIN.**

Board Member	Present Absent Late	Arrival time
Craig Allender, President(CA)	Present	6:00pm PT
Chris Shortall, Trustee (CS)	Present	6:00pm PT
Robin J. Lee, Trustee (RL)	Present	6:00pm PT
Lia Heath, Chief Financial Officer (LH)	Absent	
Mike "Red" Hale, Trustee (RH)	Absent	

**2. AGENDA MODIFICATION CA 5 MIN.**

None

**3. PUBLIC COMMENT ON CLOSED SESSION**

None

**4. CONVENE TO CLOSED SESSION**

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

October 19th, 2022 6:00pm  
 REGULAR MEETING AGENDA

In accordance with the Brown Act, the Board may convene to closed session to discuss a narrow range of items for which the need for confidentiality takes precedence over the need for a transparent process. The public will be asked to leave the room while the Board is in closed session, and will be invited to return when the closed session has concluded. Prior to the Board convening to closed session, the public will be given the opportunity to comment on closed session agenda items. Following a closed session, there will be a report out in open session of any action taken by the Board.

1. Conference with Legal Counsel Regarding Anticipated Litigation  
 Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2), two potential lawsuits

**5. RECONVENE TO OPEN SESSION**

**6. PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION**

The board approved a settlement agreement in OAH Case No. 2022070710. The agreement provides for reimbursement of up to \$53,185 in compensatory education to be used for educational services for the student and \$41,815 attorneys' fees payable to the parents' attorneys in exchange for a waiver of all educational claims.

**7. NON AGENDA PUBLIC COMMENT** 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.*

None

**8. APPROVAL OF CONSENT AGENDA ITEMS** 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: September 14th, 2022**

Board Members	Craig Allender	Chris Shortall	Robin J. Lee	Lia Heath	Mike "Red" Hale
Moved By:			X		
Seconded By:			X		
Action:	Yay	Yay	Yay	Absent	Absent

**B. Comprehensive Safety Plan Staff Recommendation: Approve**

Board Members	Craig Allender	Chris Shortall	Robin J. Lee	Lia Heath	Mike "Red" Hale
---------------	----------------	----------------	--------------	-----------	-----------------

BOARD OF DIRECTORS  
 NOVATO CHARTER SCHOOL  
 (A California Non-Profit Public Benefit Corporation)  
 940 C Street, Novato, CA  
 October 19th, 2022 6:00pm  
**REGULAR MEETING AGENDA**

Moved By:		X			
Seconded By:			X		
Action:	Yay	Yay	Yay	Absent	Absent

**9. BOARD DISCUSSION/ACTION ITEMS**

- A.** Overnight Field Trip 4/17-4/19/2023 To Old Oak Ranch For 5th Grade - Staff Recommendation:  
 Approve

Board Members	Craig Allender	Chris Shortall	Robin J. Lee	Lia Heath	Mike "Red" Hale
Moved By:			X		
Seconded By:		X			
Action:	Yay	Yay	Yay	Absent	Absent

- B.** Policy Reviews/First Readings  
 a. Internal Complaint Policy

Reviewed, no action required by the board.

**10. INFORMATION ITEMS: ADMINISTRATIVE REPORTS**

- A.** Enrollment Update for October 2022

**10/14/22 Enrollment Update**

Grade	Total/target enrollment	Enrollment 10/14/2022	Seats available
TK	20	20	0
K	28	28	0
1	28	28	0
2	28	28	0
3	28	28	0
4	28	28	0
5	28	28	0
6	26	26	0
7	26	26	0
8	26	27	-1
<b>Totals</b>	<b>267</b>	<b>268</b>	<b>-1</b>

BOARD OF DIRECTORS  
NOVATO CHARTER SCHOOL  
(A California Non-Profit Public Benefit Corporation)  
940 C Street, Novato, CA  
October 19th, 2022 6:00pm  
REGULAR MEETING AGENDA

**B. Introduce Special Education Consultant Services, Sam Neustadt**

Staff will discuss whether it is worth having Sam attend a board meeting or just having Kelly attend and provide update to Board.

**C. Epoch Education Equity Consultant - Discuss engagement to support NCS Diversity, Equity, Inclusion**  
<https://epoched.notion.site/Proposal-Novato-Charter-School-563bbcf6ac5c4c8cbe4267ed03916704>

Staff presented the training offering that NUSD is using for Diversity, Equity, and Inclusion. It will be financial responsibility of NCS to pay for the training as NUSD is not financially responsible for NCS. No action required by the board.

**D. FastBridge Assessments - Discussion**

**a. Why we have implemented**

Required to have for Charter Renewal. Gives staff an idea of how students are doing.

**b. What they assess**

Grade standard benchmarks, beginning of the year, middle year, end of the year. Reading, mathematics, and phonics.

**c. How we use the data**

Karina reviews the results with the teachers and looks at grades and attendance to make sure that the test results make sense for each child. Used to inform teachers as well.

Public comment

NCS parent encourage the Board to work with staff to ensure that all the data from the assessments are shared with parents.

**E. Facilities and Safety update**

**a. New Portable Update - DONE**

**b. NBCC Project Update – demolition is completed, no word on timing**

**c. Facility Inspection Tool – Megan/Craig will do annual inspection, required by the state. Will be done prior to school start each year.**

**F. Report from NUSD Bond Budget Workshop 10/18/22**

Nicki/Craig attended meeting. It appears as though the Novato Charter will receive a portion of the bond money as the bond outreach material contained the Charter School name inside the bond measure literature back in 2016. Money needs to be spent on facility updates. Would have to be spent by 2026.

Public Comment

NCS parent provided additional information on bond and stated that there is one other parent at Charter who was also on the Citizens Committee oversight on the spending of the bond money. It might be worth staff speaking with other parents to better understand the funding that should be allocated to NCS.

**11. NEXT BOARD MEETING 5 Min. Wednesday, November 16th, 2022 at 6pm**

BOARD OF DIRECTORS  
NOVATO CHARTER SCHOOL  
(A California Non-Profit Public Benefit Corporation)  
940 C Street, Novato, CA  
October 19th, 2022 6:00pm  
REGULAR MEETING AGENDA

**12. COMMENTS FROM BOARD MEMBERS -**

Please email future agenda items to [nlloyd@nUSD.org](mailto:nlloyd@nUSD.org) and [callender@nUSD.org](mailto:callender@nUSD.org) 5 Min.

**13. ADJOURNMENT**

Agenda for next meeting publicly posted on [www.novatocharterschool.org](http://www.novatocharterschool.org) by Friday November 11th, 2022 by Megan Bloom