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

Board Agenda

April 2nd, 2025 at 5:30 pm

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@novatocharterschool.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
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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
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- Express gratitude and appreciation whenever/wherever possible.

1. Call Meeting to Order, Roll Call

Board Member	Present Absent Late	Arrival time
Robin J. Lee, President		
Chris Shortall, Secretary		
Tom Weldon, Trustee		
Ali Iqbal,Chief Financial Officer		
Mike “Red” Hale, Trustee		

2. AGENDA MODIFICATION CA 5 Min.

3. 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*.

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4. 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: March 5th, 2025
B. Approve IRS Form 990 and FTB Form 199
C. Review NCS-NUSD School Lunch Program 25-26 MOU

Board Members	Tom Weldon	Chris Shortall	Robin J. Lee	Ali Iqbal	Mike “Red” Hale
Moved By:					
Seconded By:					
Action:					

5. BOARD DISCUSSION/ACTION ITEMS - 5:45

A. Monthly Financial Review
B. Foundation Financial Update from President Lynne Derby
C. Novato Charter School Buildings- Anticipated Life Span and Future Considerations to update Buildings - Discussion
D. Approve 2025-2026 Board Meeting Calendar

Board Members	Tom Weldon	Chris Shortall	Robin J. Lee	Ali Iqbal	Mike “Red” Hale
Moved By:					
Seconded By:					
Action:					

E. Executive Director Search working group - Update
F. Next board meeting date and time - Discussion

6. INFORMATION ITEMS: ADMINISTRATIVE REPORTS - 6:15 pm

A. NCS Board Election
    a. Review trustee terms
    b. Review election timeline
B. Enrollment Update; Includes wait list for 25-26 School Year
C. NorthBay Children's Center Project Update, including Parking Lot Construction/Changes
D. Measure G Bond Activities
E. Staffing Update/Preparation for 25-26 school year hiring

7. NEXT BOARD MEETING 5 Min. Wednesday, May 7th, 2025, 5:30 pm

BOARD OF DIRECTORS
NOVATO CHARTER SCHOOL
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Board Agenda
April 2nd, 2025 at 5:30 pm

8. COMMENTS FROM BOARD MEMBERS -
Please email future agenda items to nlloyd@novatocharterschool.org and rlee@novatocharterschool.org
5 Min.

9. ADJOURNMENT
The agenda for the next meeting will be publicly posted on www.novatocharterschool.org at least 72 hours prior to the meeting

BOARD OF DIRECTORS
NOVATO CHARTER SCHOOL
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940 C Street, Novato, CA

Meeting Minutes

March 5th, 2025 at 5:30 pm

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Meeting Minutes

March 5th, 2025 at 5:30 pm

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1. Call Meeting to Order, Roll Call

Board Member	Present Absent Late	Arrival time
Robin J. Lee, President	X	
Chris Shortall, Secretary		
Tom Weldon, Trustee	X	
Ali Iqbal,Chief Financial Officer	X	
Mike “Red” Hale, Trustee	X	

2. AGENDA MODIFICATION CA 5 Min.
None

3. 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*.

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Meeting Minutes

March 5th, 2025 at 5:30 pm

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A. Approve Minutes: February 3, 2025
B. Independent Auditor Selection Form

Board Members	Tom Weldon	Chris Shortall	Robin J. Lee	Ali Iqbal	Mike "Red" Hale
Moved By:					X
Seconded By:	X				
Action:	X		X	X	X

5. BOARD DISCUSSION/ACTION ITEMS -

A. Standards Based Grading Update
- Staff presented on SBG
- Public Comments:
  - Randy: How does a report card of all 3's help the student learn their strengths.
  - Mel Hall: Appreciative that this conversation is coming to the whole school. What was the training for the teachers (Marzano?). Can more teachers go to that training? Expressed gratitude for hosting the junior high info night. Has concerns that not having 4's will disincentivize students to go above and behind.
  - Barry Rose: Step backwards in the way it's being implemented in this school. Feels like a participatory medal rather than something a child can aspire to. Discussion about whether or not Sinaloa is using SBG or letter grades.
  - Mr. Blacklock: Talked about the aspect of how best to motivate students and presented the philosophy that grades should not be the motivating factor.
  - Nikki: NUSD is hosting an event that she recommends the parents attend, a speaking event by the author of the Price of Privilege.
  - Catherine Osterland: Felt like the roll out did not get the proper level of attention and flew a bit under the radar.

B. 2024-25 LCAP Midyear Update
C. Novato Charter School Buildings-Anticipated Life Span and Future Considerations to update Buildings - Discussion
- Nikki and Tom met with King consulting this morning and prevented slides on the public money for charter schools program. Recommended hiring King Consulting to assist with the filing of the preliminary application due this summer.

D. Resolution for Transitional Kindergarten Teacher Qualifications: Approve

Board Members	Tom Weldon	Chris Shortall	Robin J. Lee	Ali Iqbal	Mike "Red" Hale
Moved By:					X

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March 5th, 2025 at 5:30 pm

Seconded By:			X		
Action:	X		X	X	X

E. Second Interim / Budget Revise - Staff Recommendation: Approve
   a. Fewer participants in healthcare coverage. Expecting $100K savings.
   b. Forecasting 34.8% fund balance at year end. 25% is recommended as a minimum.
   c. Need to start thinking about potential budget cuts or flatten salaray.

Board Members	Tom Weldon	Chris Shortall	Robin J. Lee	Ali Iqbal	Mike “Red” Hale
Moved By:			X		
Seconded By:					X
Action:	X		X	X	X

F. Approve 2025-2026 Board Meeting Calendar

Board Members	Tom Weldon	Chris Shortall	Robin J. Lee	Ali Iqbal	Mike “Red” Hale
Moved By:					X
Seconded By:	X				
Action:	X		X	X	X

Correct location from Community Room to Room 1w

G. Executive Director Search/Timeline - Discussion/Update
H. Next board meeting date and time - Discussion
Next Board meeting is Wednesday, April 2nd, 2025 at 5:30 p.m.
Interviews will be April 18th 2025

6. INFORMATION ITEMS: ADMINISTRATIVE REPORTS - 6:00 pm

A. NCS Board Election
1 seat will be open for the next election.
   a. Review trustee terms
   b. Review election timeline
B. Enrollment Update
4 seats still open in 8th grade.
C. Lottery for 25-26 School Year - Review

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March 5th, 2025 at 5:30 pm

Chris Shortall attended the lottery today. Next meeting will have updated waitlists.

D. NorthBay Children's Center Project Update, including Parking Lot Construction/Changes
They are planning to repaint the parking lot once everything is done.
E. Measure G Bond Activities
Screens have been installed. Problem with the audio, NPR is being piped through. Gates will be fully functional by end of year.
F. Staffing Update/Preparation for 25-26 school year hiring
Only 1 applicant, Edjoin shows past applicants.

7. NEXT BOARD MEETING 5 Min. Wednesday, April 2, 2025, 5:30 pm

8. COMMENTS FROM BOARD MEMBERS -
Please email future agenda items to nlloyd@novatocharterschool.org and rlee@novatocharterschool.org
5 Min.

9. ADJOURNMENT
The agenda for the next meeting will be publicly posted on www.novatocharterschool.org at least 72 hours prior to the meeting
Adjourned at 8:02

MEMORANDUM OF UNDERSTANDING BETWEEN
NOVATO UNIFIED SCHOOL DISTRICT AND
NOVATO CHARTER SCHOOL

This operational Memorandum of Understanding ("Agreement") is entered for the school years 2024-2027 Between Novato Unified School District (NUSD) and the Novato Charter School (NCS) for the National School Lunch Program at NCS.

The parties agree to the following:

NUSD Food Service Department will provide the National School Lunch Program (NSLP) for Breakfast and lunch at the Novato Charter School.

NUSD Food Service Department will administer the NSLP through USDA and in compliance with the California Universal Meals requirement. The meals provided will be delivered to Novato Charter school daily.

NUSD will maintain the Health Department certificate to provide food to NCS.

Monthly menus are sent to the NCS office to be reviewed and made available to NCS community.

Annual Admin charge $16,000 payed from Novato Charter School to Novato Unified Food Service Department Fund 13. Payed at the start of each school in August.

<u>NUSD will also provide:</u>

- Point-of-service meal counts
- Management of Community Eligibility Provision standards
- Payment of any over claims identified during reviews or audits
- Performing edit checks
- Meal counting and claiming responsibility

No further revisions to this MOU are needed at this time and this MOU is valid until revised.

10/22/24

Joshua Braff, Chief Financial Officer NUSD

Jill Healy, NCS Admin Office Manager

Cody Williams NUSD Director of FANS

NOVATO CHARTER SCHOOL
940 "C" Street, Novato, CA 94949
Ph: 415-883-4254 | Fax: 415-883-1859
www.novatocharterschool.org

2025-26

Board of Directors

Board Members

Robin Lee
Mike"Red" Hale
Tom Weldon
Chris Shortall
Ali Iqbal

Board Meeting Schedule

August 20, 2025

* September 10, 2025- Board Orientation (Ethic Training) & Meeting 12:00 pm

October 15, 2025

November 5, 2025

December 10, 2025

February 4, 2026

March 4, 2026

April 1, 2026

May 6, 2026

June 3, 2026

Regular meetings are held at 5:30 pm in the Room 12 at NCS

NOVATO CHARTER SCHOOL
BOARD ELECTION TIMELINE

Announce the Election Process: Announcement in the Thread on the last three Fridays in March

Candidate applications & statements: Due on the last Friday in April

Candidate presentations at Board Meeting & application reviews: May Board Meeting

Candidate Statements Published: Published in the Thread on the first three Fridays in May

Election: Wed – Friday during the fourth week of May

Results announced: The last Friday in May

4/2/2025 Enrollment Update for NCS BOD

Grade	Total/target enrollment	Enrollment as of 4/2/25	Seats available	Wait List for 25-26
TK	20	20	0	65
K	28	28	0	44
1	28	28	0	27
2	28	28	0	27
3	28	27	1	14
4	28	28	0	14
5	28	28	0	16
6	28	28	0	26
7	28	28	0	9
8	28	23	5	3
Totals	272	266	6	242