

NOVA ACADEMY

Board of Directors Meeting Minutes – March 7, 2019, 7 PM
52780 Frederick St, Coachella, CA 92236

CALL MEETING TO ORDER: 7:00 PM

The meeting was called to order by Board Chairman, Dr. Sanford Otsuji.

Members Present:

Dr. Sanford Otsuji, Chairman
Dr. Susan Garrett, Co-Chair
Norm Lester, Secretary
Karen Lester, Treasurer
Brenda Gonzalez, Member
Rick Weir, Member

Members Not Present

Gloria Grana, Member

Staff Present

Renee Lancaster, CEO/Founder
Lisa Hernandez, Principal
Angie Dillon, Executive Assistant

Members Present via Conference Line:

None

Staff Present via Conference Line:

John Bowen, Director of Human Resources & Operations

Norm Lester, Board Secretary, motioned to move agenda item #6, Second Interim Multi-Year Budget, to #9 on the Board Agenda.

Motion: Karen Lester

Second: Susan Garrett

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

CONSENT CALENDAR

The Consent Calendar was presented for approval. The Consent Calendar contained the following matters:

- Minutes from the January 24, 2019, Board Meeting
- Minutes from the January 24, 2019, Special Board Meeting
- NOVA Academy-Santa Ana field trip to UC Riverside

Motion to approve the Minutes from the January 24, 2019, Board Meeting, Minutes from the January 24, 2019, and the Santa Ana campus field trip.

Motion: Susan Garrett

Second: Brenda Gonzalez

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

CLOSED SESSION

Conference with Legal Counsel, Anticipated Litigation (§ 54956.9)

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9:
1 potential case

RECONVENE TO OPEN SESSION

No action to report.

EXECUTIVE REPORT

Renee Lancaster, CEO, announced that NOVA Academy-Santa Ana was named a 2019 California Distinguished School. For the award, the California Department of Education reviewed NOVA’s performance and progress data on the California School Dashboard. NOVA Academy submitted an application with data, a Model Program and Practices Overview, and a picture of the school. Trevor Garrett, grant writer for the NOVA Academy Children’s Foundation, assisted in completing the application. NOVA Academy has received a positive response from the local community. Supervisor Andrew Do reached out to congratulate the school; he will visit the campus next week. There will be a California School Recognition Program Awards ceremony on April 5, 2019, at the Disneyland Hotel in Anaheim. Renee Lancaster, Andrea Brumbaugh, Principal, members of the NOVA Academy Board of Directors, and some NOVA Academy students will attend the awards ceremony.

The school will have an annual review from Standard & Poor’s for the bond.

Ms. Lancaster informed the Board of upcoming campus events for Santa Ana. Santa Ana will have its first talent show, Spring Showcase, on May 17. There will be a Teacher Appreciation event on May 10

for Santa Ana and May 1 for Coachella. Senior Exit Interviews will be held on April 26 in Santa Ana and May 1 for Coachella. Santa Ana’s graduation will be on May 30; Coachella will have its ceremony on May 29.

Lisa Hernandez, Principal, presented the campus updates for NOVA Academy-Coachella. She reported that enrollment is at 220. This month the attendance rate is 94%. There is a Principal’s Lunch coming up for students on the Principals List. Students who earned 4.0 or higher in a semester earn this status. There were 34 students last semester who made the list; students of any grade can be on the list and attend the Principals Lunch. SBAC practice testing is scheduled for March 12 and 14. Students are looking forward to a staff basketball game that is coming up. Ms. Hernandez said the Coachella campus is currently researching food vendors. They are in a period of Intent to Return, which is March 1 – 15. Their Intent to Enroll period will be March 8 – May 7.

Ms. Hernandez presented on Coachella’s new academic task force to help students increase their CAASPP scores. With four teachers on the committee, the school will host student workshops on March 9, March 23, and April 16. In addition to reviewing the subject material, students will work on test-taking strategies. In the last workshop on April 16, students will participate in “Academic Olympics” to build competition and excitement. As an incentive, the school will get a taco truck if there is 100% attendance during testing week.

The Board expressed excitement for Coachella’s new academic campaign and they commended Ms. Hernandez’s presentation.

Karen Lester, Board Treasurer, motioned to move agenda item #9, Second Interim Multi-Year Budget, to #7 on the Board Agenda.

Motion: Karen Lester

Second: Susan Garrett

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

SECOND INTERIM MULTI-YEAR BUDGET

Karl Yoder, CFO of Delta Managed Solutions, and Karen Lester presented the Second Interim Multi-Year Budget for NOVA Academy-Coachella. Mr. Yoder shared that the budget is on track although there are more costs than at First Interim. Included in the extra costs are the budgeted funds for the recent salary increase for teachers and staff.

Motion to approve the Second Interim Multi-Year Budget for NOVA Academy-Coachella.

Motion: Karen Lester

Second: Susan Garrett

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

SECOND INTERIM MULTI-YEAR BUDGET

Karl Yoder and Karen Lester presented the Second Interim Multi-Year Budget for NOVA Academy-Santa Ana. The budget for Santa Ana is on track and is meeting the bond ratio.

Motion to approve the Second Interim Multi-Year Budget for NOVA Academy-Santa Ana.

Motion: Susan Garrett

Second: Brenda Gonzalez

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

2019-2020 SCHOOL INSTRUCTIONAL CALENDAR

Renee Lancaster presented the 2019-2020 school instructional calendars for NOVA Academy-Coachella and NOVA Academy-Santa Ana for Board approval. Ms. Lancaster explained that the calendars aligns with the community colleges so their final exams are not during the same time as NOVA's.

Motion to approve the 2019-2020 School Instructional Calendar for the Coachella campus.

Motion: Susan Garrett

Second: Karen Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

Motion to approve the 2019-2020 School Instructional Calendar for the Santa Ana campus.

Motion: Karen Lester

Second: Susan Garrett

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

DECLARATION OF NEED FOR A FULLY QUALIFIED EDUCATOR

John Bowen, Director of Human Resources & Operations, reported that the Coachella campus hired a biology teacher who needs a Limited Assignment Permit to teach chemistry.

Motion to approve Declaration of Need for a Fully Qualified Educator for NOVA Academy-Coachella.

Motion: Susan Garrett

Second: Norm Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

AUDITOR VENDOR CONTRACT

Renee Lancaster presented the auditor vendor contracts from Vavrinek, Trine, Day & Co., LLP, for NOVA Academy-Coachella and NOVA Academy-Santa Ana. Vavrinek, Trine, Day & Co., LLP is the school's current auditor. Ms. Lancaster reported that the contracts are for three years and the pricing is the same as the current contracts.

Motion to approve Non-Disclosure Agreement for Safe School Study for NOVA Academy-Santa Ana.

Motion: Susan Garrett

Second: Brenda Gonzalez

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

APPROVE ONE-TIME OFF-SCHEDULE SALARY INCREASE FOR CERTIFICATED TEACHERS

Renee Lancaster presented the One-Time Off-Schedule Salary Increase for Certificated Teachers for increased CAASPP scores in math and English. If there are increased test scores in math, certificated teachers will receive a 2% one-time off-schedule salary increase. If there are increased test scores in English, certificated teachers will receive a 2% one-time off-schedule salary increase. The salary increase will be paid on October 15, 2019.

Motion to approve a One-Time Off-Schedule Salary Increase for Coachella certificated teachers for increased CAASPP scores in math and/or English.

Motion: Susan Garrett

Second: Karen Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

Motion to approve a One-Time Off-Schedule Salary Increase for Santa Ana certificated teachers for increased CAASPP scores in math and/or English.

Motion: Karen Lester

Second: Susan Garrett

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

BOARD OF DIRECTOR TERM RENEWALS

Motion to approve Board of Director Term Renewal for Dr. Sanford Otsuji, Board Chairman.

Motion: Karen Lester

Second: Norm Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

Motion to approve Board of Director Term Renewal for Dr. Susan Garrett, Board Co-Chair.

Motion: Norm Lester

Second: Karen Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

Motion to approve Board of Director Term Renewal for Brenda Gonzalez, Board Member.

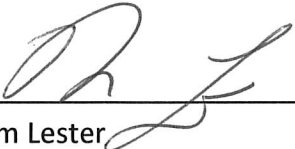
Motion: Susan Garrett

Second: Karen Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
S. Garrett	X		
N. Lester	X		
K. Lester	X		
B. Gonzalez	X		
R. Weir	X		

Adjournment

The meeting was adjourned at 8:43 PM.



Norm Lester