

NOVA ACADEMY

Board of Directors Meeting Minutes – August 17, 2017, 6:00 PM
500 W. Santa Ana Blvd., Santa Ana, CA 92701

CALL MEETING TO ORDER: 6:00 PM

The meeting was called to order by Board Co-Chair, Dr. Susan Garrett, who was filling in for Board Chairman, Dr. Sanford Otsuji.

Members Present

Dr. Susan Garrett, Co-Chair
Norm Lester, Secretary
Karen Lester, Treasurer
Brenda Gonzalez, Member

Members Not Present

Dr. Sanford Otsuji, Chairman
Gloria Grana, Member

Staff Present

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

Staff Present via Conference Line:

None

CONSENT CALENDAR

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

- Minutes from June 13, 2017, Board of Directors Meeting
- Minutes from June 27, 2017, Board of Directors Special Meeting

It is recommended that the Board approve the Minutes from the June 13, 2017, Board Meeting and the Minutes from the June 27, 2017, Board of Directors Special Meeting.

Motion: Karen Lester

Second: Brenda Gonzalez

| Vote | Yes | No | Abstain |
|-------------|------------|-----------|----------------|
| S. Garrett | X | | |
| N. Lester | X | | |
| K. Lester | X | | |
| B. Gonzalez | X | | |

JANITORIAL VENDOR SELECTION FOR NOVA ACADEMY-SANTA ANA

Renee Lancaster, CEO/Founder, presented the janitorial vendor selection for Santa Ana. John Bowen, Director of Operations, worked with property manager RiverRock to search for a new janitorial vendor since the contract with the current vendor was up for renewal. John received an annual quote from ABM Custodial, who will perform the same scope of work as the current vendor, Allied Universal Janitorial Services, but at a 10 percent lower cost. The Board compared the annual janitorial contracts from ABM Custodial and Allied Universal Janitorial Services and agreed that the lower price from ABM Custodial is a significant saving for the school.

Approve selection of ABM Custodial as the new janitorial vendor for NOVA Academy-Santa Ana

Motion: Norm Lester

Second: Karen Lester

| Vote | Yes | No | Abstain |
|-------------|------------|-----------|----------------|
| S. Garrett | X | | |
| N. Lester | X | | |
| K. Lester | X | | |
| B. Gonzalez | X | | |

Gloria Grana arrived at 6:09 PM.

EXECUTIVE REPORT

Renee Lancaster provided an update on the Coachella and Santa Ana campuses while reflecting on the successes of the past year. Renee applauded Lisa Hernandez, Principal of NOVA Academy-Coachella, for her efforts with staff and students. She also recognized Andrea Brumbaugh and her accomplishments during her first year as Principal of NOVA Academy-Santa Ana. Renee reported that the most accumulated college credits from seniors came from this past graduating class of 2017. Several students were accepted to four-year universities although many opted to attend community colleges in order to save money.

Renee reported that the school held its annual Professional Development Meeting with staff from Santa Ana and Coachella at the same time. The Santa Ana campus hosted the meeting. Teachers and staff received training in ASB Rules and Regulations and other topics. Guest speaker Dennis Parker gave a special presentation to teachers where he discussed classroom strategies to optimize learning. Renee demonstrated a College Readiness pie chart that she had presented at the Professional Development Meeting. The College Readiness pie chart shows how the school is helping to build a broader range of skills for students in preparation for college.

Lisa Hernandez shared that the Coachella campus has a new Loop program in place for communicating with parents via email or text messages. It has a built-in translator so parents can receive messages in Spanish. Lisa expects the new program to give teachers better access to parents and vice versa.

Lisa said the Coachella campus is increasing its efforts to help students become interested in reading. Lisa described a component of all English classes at Coachella where students are required to complete “reading

pages” from reading material of their choice. Students will read hundreds of pages throughout the school year and eventually work their way up to 600 pages.

Lisa added that the Coachella campus has a new security system in place. The new system is being funded by Olive Crest. She said it is helping to provide an additional sense of security for Coachella.

The Coachella campus will have new restrooms built on August 28.

Renee summarized the major grants Santa Ana and Coachella received during the past year. Coachella will be able to have college courses on campus with a grant it received from the Anderson Foundation. Coachella will also have additional UCI and Concordia courses this school year.

Renee is preparing for charter renewal for Santa Ana and is currently meeting with city officials. The Coachella campus is preparing for mid-year WASC. In two weeks, Renee will meet with the President of Santa Ana College, the Chancellor of Rancho Santiago Community College District, Dr. Jim Doti from Chapman University, and Doug Hodge, Chairman of the NOVA Academy Children’s Foundation, to discuss future collaboration in order to help students.

Renee updated the Board on current enrollment numbers for Santa Ana and Coachella. The new meal program, Preferred Meals, is in place in Santa Ana, and students have reported that they like the food.

Renee shared that the governor approved at the end of June 2017 funding that would benefit NOVA Academy. The approval happened after the NOVA Board approved the 2017-2018 budget mandated to be given to SAUSD by June 18, 2017. Renee shared that NOVA Academy-Santa Ana and NOVA Academy-Coachella will receive one-time funding allocations from the state. In addition, there was an increase in SB 740 funding (Charter School Facility Cost Reimbursement) from \$750 to approximately \$1,117 per ADA. Renee shared that this new funding will allow NOVA Academy-Santa Ana to hire an additional math teacher to make math classes smaller.

Facility projects were completed at the Santa Ana campus, such as cleaning, the closing of gaps and holes, and repairs to light fixtures and a broken window. There are plans for additional work. The school is currently seeking bids to repair a leak in the roof and the campus needs additional gym lockers.

DONATION OF BUS

Renee Lancaster shared that NOVA Academy-Coachella owns a bus that is not being used. The bus needs repairs that will cost \$20,000 to \$30,000 – a cost that is too much for the bus to be worth selling or using. Renee recommended that the school donate the bus.

Approve Donation of Bus

Motion: Norm Lester

Second: Brenda Gonzalez

| Vote | Yes | No | Abstain |
|-------------|-----|----|---------|
| S. Garrett | X | | |
| N. Lester | X | | |
| K. Lester | X | | |
| G. Grana | X | | |
| B. Gonzalez | X | | |

Adjournment

The meeting was adjourned at 7:20 PM.



Norm Lester