

NOVA ACADEMY

Board of Directors Special Meeting Minutes – September 21, 2020, 6:00 PM

Meeting Conducted via Teleconference

CALL MEETING TO ORDER: 6:00 PM

Board Chairman, Dr. Sanford Otsuji, called the meeting to order.

Members Present:

Dr. Sanford Otsuji, Chairman

Dr. Susan Garrett, Co-Chair

Norm Lester, Secretary

Karen Lester, Treasurer

Rick Weir, Member

Members Not Present

Olga Duarte, Member

Staff Present

Renee Lancaster, Chief Executive Officer/Founder

Alicia Lewis, Business Services Manager

Angie Dillon, Executive Assistant

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

PUBLIC COMMENT ON ITEMS ON THE AGENDA

None

CONSENT CALENDAR

The Consent Calendar contained the following matters:

- Minutes from the 8-09-2020 Special Board Meeting
- Access to Public Records Board Policy (Revised)

Dr. Susan Garrett, Board Co-Chair, motioned to approve the Minutes from the August 9, 2020, Special Board Meeting, and the Access to Public Records Board Policy (Revised).

Motion: Dr. Susan Garrett

Second: Karen Lester

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

LEARNING CONTINUITY AND ATTENDANCE PLAN

For Board approval, Renee Lancaster, CEO of NOVA Academy, presented the final draft of the Learning Continuity and Attendance Plans for the Santa Ana and Coachella campuses. With the effect of the COVID-19 pandemic on children and families, the Learning Continuity and Attendance Plan addresses how to support students in any way possible and mitigate learning loss. It contains a thorough, detailed list of allocated funds towards services. At a previous Board Meeting on September 15, 2020, Board Members received a formal presentation from the campus administrators, discussed the plans, and provided input.

Dr. Susan Garrett motioned to approve the Learning Continuity and Attendance Plan for NOVA Academy-Coachella.

Motion: Dr. Susan Garrett

Second: Rick Weir

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

Dr. Susan Garrett motioned to approve the Learning Continuity and Attendance Plan for NOVA Academy-Santa Ana.

Motion: Dr. Susan Garrett

Second: Norm Lester

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

COVID-19 CONTROL PLAN / MODIFIED HEALTH & SAFETY POLICY 2020-2021

On June 29, 2020, NOVA Academy's Board of Directors approved the COVID-19 Control Plan / Modified Health & Safety Policy 2020-2021. Renee Lancaster and her team revised the policy to follow additional requirements and recommendations for schools from local health officials. In the past several months,

the school has taken several measures for campus safety. They have put a lot of thought and preparation for reopening, such as guidelines for students walking in hallways and going to the restroom. Board Members agreed that the policy is thorough and comprehensive; they commended Renee Lancaster and her team for their hard work to ensure everyone's health and safety.

Dr. Susan Garrett motioned to approve the revised COVID-19 Control Plan / Modified Health & Safety Policy 2020-2021.

Motion: Dr. Susan Garrett **Second:** Norm Lester

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

INJURY & ILLNESS PREVENTION PLAN: COVID-19 ADDENDUM

The school's Board-approved COVID-19 Addendum to the Injury & Illness Prevention Plan was updated with added language on reopening school for in-person instruction. The document follows guidance from the California Department of Public Health (CDPH).

Dr. Susan Garrett motioned to approve the COVID-19 Addendum to the Injury & Illness Prevention Plan.

Motion: Dr. Susan Garrett **Second:** Norm Lester

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

BOARD RESOLUTION - LOCAL ASSIGNMENT OPTION FOR 2020-2021

Alicia Lewis, Business Services Manager, presented the Board Resolution - Local Assignment Option for 2020-2021. With the new distance learning model, there are some subjects for which there is no instructional staff. It is requested that the Board approve the Board Resolution to allow Benjamin Bahner to teach Integrated Math III, Domingo Tuyay to teach Pre-Calculus, and Edmundo Reyes to teach Health Education.

Dr. Susan Garrett motioned to approve the Board Resolution - Local Assignment Option for 2020-2021.

Motion: Dr. Susan Garrett

Second: Norm Lester

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

EXECUTIVE REPORT

For the Executive Report, Renee Lancaster shared a presentation on California's Blueprint for a Safer Economy and discussed NOVA Academy's reopening plan. She described some of the school's current safety measures, such as purchasing partitions for all classrooms, "hands-free" door handle adaptors, sanitizers, ventilation filter replacements, and signage on COVID-19 safety. In preparation for school reopening, the Coachella and Santa Ana Principals asked families to complete a survey for their input. Ms. Lancaster discussed some of the struggles students are experiencing with distance learning, such as unreliable internet and feelings of isolation. There is data that shows that the best thing for students is to be at school.

Assuming that all goes as expected in Orange and Riverside Counties regarding their Tier placement, NOVA Academy will reopen for hybrid and in-school instruction on October 26. Students returning to campus will be staggered. Renee Lancaster added that the school would extend its meal program, offering more meals to students and their families. She said they received a waiver to serve more food to families without cost to the school. Additionally, Ms. Lancaster said teachers, staff, and students would be able to receive free COVID-19 testing at fifty designated testing sites.

Board Members said they are appreciative of everyone's hard work. They know it has been a difficult road. They also realize teachers are concerned and frustrated with all of the things they have to go through. Coming back is emotional, but this will be a new way of connecting with students. Dr. Sanford Otsuji said he appreciates the Board for their participation as they have had several Board Meetings in the past few months. Renee Lancaster thanked the Board for their support. The next Board of Directors Meeting is scheduled for Thursday, October 22.

Adjournment

The meeting was adjourned at 6:46 PM.



Norm Lester

9-21-2020