



Meeting Location:
500 W Santa Ana Blvd
Santa Ana, CA 92701

Instructions for Presentations to the Board by Citizens

NOVA Academy Early College High School (“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. Copies of the agenda are available to audience members.
2. Any person may address the Board concerning any item on the agenda. “Request to Address the Board on AGENDA ITEMS” forms are available for those who wish to speak on agenda items. You shall specify that agenda item on your form and give the form to the Recording Secretary to the Board.
3. At the discretion of the Board, audience members may be granted five (5) minutes to make a presentation to the Board at the time the specific agenda item is under discussion. The President of the Board may grant additional time for an individual to address the Board if circumstances permit. The total time devoted to presentations to the Board on agenda items shall not exceed one-half hour unless additional time is granted by the Board. The President may curtail individual presentations if repetitive of points raised by others, particularly if it appears the total allotted time may be exceeded.
4. All presentations shall be heard by the Board prior to the formal discussion of the agenda topic by the Board and consideration of action.
5. “Request to Address the Board on NON-AGENDA ITEMS” forms are available to audience members who wish to raise issues that are not specifically on the agenda. You shall complete the form and give it to the Recording Secretary to the Board.
6. Presentations on non-agenda items are limited to three (3) minutes each and the total time allotted to non-agenda items will not exceed fifteen (15) minutes. The President may disallow a request to address the Board if repetitive of other speakers, or if the speaker seeks to make a presentation that he or another speaker has made at a previous meeting, particularly if it appears that the total allotted time may be exceeded.
7. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.
8. Any individual who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting 714-569-0948. Please call prior to the meeting to allow for reasonable arrangements to ensure accessibility to the meeting.

ITEMS	LEADER	TIME	ACTION REQUESTED
1. CALL MEETING TO ORDER Welcome & Introduction	Dr. Sanford Otsuji	1 min	
2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA	Dr. Sanford Otsuji	5 min	
3. PUBLIC COMMENT ON ITEMS ON THE AGENDA Members of the public wishing to address the Board of Directors on any agenda item may do so by commenting during this agenda item or during the item in question.	Dr. Sanford Otsuji	5 min	
4. CONSENT CALENDAR A. Approve Minutes from 1-23-2020 Board Meeting B. NOVA Academy-Coachella Field Trip • Coachella to Knott’s Berry Farm (Buena Park)	Dr. Sanford Otsuji	5 min	Approve Consent Calendar

<p>C. NOVA Academy-Santa Ana Field Trip</p> <ul style="list-style-type: none"> • Santa Ana to CSULB (Long Beach) 			
<p>5. COMPREHENSIVE SCHOOL SAFETY PLAN</p> <ul style="list-style-type: none"> • NOVA Academy-Coachella • NOVA Academy-Santa Ana 	<p>Lisa Hernandez/ Mark Cruickshank</p>	<p>20 min</p>	<p><i>Approve Comprehensive School Safety Plan for NOVA Academy-Coachella</i></p> <p><i>Approve Comprehensive School Safety Plan for NOVA Academy-Santa Ana</i></p>
<p>6. CLOSED SESSION Conference with Real Property Negotiators (§ 54956.8) Property: 52780 Frederick Street, Coachella, CA 92236 Agency Negotiator: John Von Helms Negotiating Parties: NOVA Academy, Olive Crest Under Negotiation: Lease</p>	<p>John Von Helms</p>	<p>20 min</p>	
<p>7. RECONVENE TO OPEN SESSION REPORT ACTION TAKEN IN CLOSED SESSION IF ANY</p>	<p>Dr. Sanford Otsuji</p>	<p>5 min</p>	
<p>8. UPDATED DECEMBER FINANCIAL UPDATE</p> <ul style="list-style-type: none"> • NOVA Academy-Coachella • NOVA Academy-Santa Ana 	<p>Geetha Huma/ Karen Lester</p>	<p>10 min</p>	
<p>9. SECOND INTERIM BUDGET MULTI-YEAR BUDGET</p> <ul style="list-style-type: none"> • NOVA Academy-Coachella • NOVA Academy-Santa Ana • Consolidated Application (ConApp) <ul style="list-style-type: none"> - NOVA Academy-Coachella - NOVA Academy-Santa Ana 	<p>Geetha Huma/ Karen Lester</p>	<p>20 min</p>	<p><i>Approve Second Interim Multi-Year Budget for NOVA Academy-Coachella</i></p> <p><i>Approve Second Interim Multi-Year Budget for NOVA Academy-Santa Ana</i></p> <p><i>Approve Consolidated Application for NOVA Academy-Coachella</i></p> <p><i>Approve Consolidated Application for NOVA Academy-Santa Ana</i></p>
<p>10. COMMITTED FUND BALANCE</p> <ul style="list-style-type: none"> • NOVA Academy-Coachella <ul style="list-style-type: none"> ➢ Establish a fund balance reserve in the amount of \$300,000 for committed funds 	<p>Renee Lancaster/ Karen Lester</p>	<p>10 min</p>	<p><i>Approve Fund Balance Reserve for NOVA Academy-Coachella</i></p>

<ul style="list-style-type: none"> ➤ Establish a fund balance reserve of 5% of reserves for economic uncertainties • NOVA Academy-Santa Ana <ul style="list-style-type: none"> ➤ Establish a fund balance reserve in the amount of \$300,000 for committed funds ➤ Establish a fund balance reserve of 3% of reserves for economic uncertainties 			<i>Approve Fund Balance Reserve for NOVA Academy-Santa Ana</i>
11. APPROVE ONE-TIME OFF-SCHEDULE SALARY INCREASE FOR INCREASED SCORES ON THE CALIFORNIA SCHOOL DASHBOARD <ul style="list-style-type: none"> • NOVA Academy-Coachella 	Renee Lancaster/ Karen Lester	10 min	<i>Approve One-Time Off-Schedule Salary Increase for NOVA Academy-Coachella</i>
12. 2020-2021 SCHOOL INSTRUCTIONAL CALENDAR <ul style="list-style-type: none"> • NOVA Academy-Coachella • NOVA Academy-Santa Ana 	Renee Lancaster	10 min	<i>Approve 2020-2021 School Calendar for NOVA Academy-Coachella</i> <i>Approve 2020-2021 School Calendar for NOVA Academy-Santa Ana</i>
13. DONATION TO NOVA ACADEMY-SANTA ANA <ul style="list-style-type: none"> • Prizes for Food Truck Fiesta Opportunity Drawing 	Renee Lancaster	5 min	<i>Approve Donation of Prizes for NOVA Academy-Santa Ana</i>
14. EXECUTIVE REPORT	Renee Lancaster	10 min	
15. CLOSED SESSION PUBLIC EMPLOYEE TITLE: CHIEF EXECUTIVE OFFICER	Dr. Sanford Otsuji	10 min	
16. RECONVENE TO OPEN SESSION REPORT ACTION TAKEN IN CLOSED SESSION IF ANY	Dr. Sanford Otsuji	1 min	
ADJOURN	Dr. Sanford Otsuji	1 min	
Posted at NOVA Academy-Santa Ana Campus, NOVA Academy-Coachella Campus, and NOVA Academy Business Office. Posted on NOVA Academy Website.			

Teleconference Location:

Call in number: 1 (800) 511-8018 - Pass Code: 4980567

NOVA Academy-Santa Ana Meeting Site: Board Room (2nd Floor), 500 W. Santa Ana Blvd., Santa Ana, CA 92701

NOVA Academy-Coachella Conference Site: 52780 Frederick St, Coachella, CA 92236