

NOVA ACADEMY

Board of Directors Meeting Minutes – October 25, 2018, 7:00 PM

50777 Santa Rosa Plaza, La Quinta, CA 92253

CALL MEETING TO ORDER: 7:00 PM

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

Members Present:

Dr. Sanford Otsuji, Chairman

Norm Lester, Secretary

Karen Lester, Treasurer

Gloria Grana, Member

Members Not Present

Dr. Susan Garrett, Co-Chair

Brenda Gonzalez, Member

Staff Present

Renee Lancaster, CEO/Founder

Denise Pascoe, Chief Business Officer

Lisa Hernandez, Principal

Carla Skaggs, Business Consultant

Angie Dillon, Executive Assistant

Members Present via Conference Line:

None

Staff Present via Conference Line:

John Bowen, Director of Human Resources & Operations

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Brandon Equils introduced himself as a teacher at NOVA Academy-Coachella. He came to speak in support of a senior at the Coachella campus, Jasmine Caballero, who was on track to become valedictorian. He said Ms. Caballero is their most accomplished student. She has completed all advanced courses offered, is ASB class president, and has received awards in speech, film, science, and physics. A new student recently transferred to the Coachella campus and he took Jasmine Caballero's place as the next valedictorian. Although Ms. Caballero has taken more classes, earning As in all of them, the new student has a higher Grade Point Average (GPA). Ms. Caballero's GPA is lower due to having completed more classes, including non-weighted classes. An A grade in a non-weighted class lowers GPA. Brandon Equils asked the Board to consider Ms. Caballero's accomplishments so she can keep the honor of becoming valedictorian.

Jasmine Caballero introduced herself as a student at NOVA Academy-Coachella. She said she proudly represents NOVA Academy everywhere she goes. She recently travelled to Washington, DC, to represent NOVA. She said she worked hard during the past four years and earned As in every class she completed. Ms. Caballero feels she deserves the honor of valedictorian as well as the student who took her place. She asked the Board to review her case.

CONSENT CALENDAR

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

- Minutes from the August 23, 2018, Board Meeting
- 2018-2019 Annual Board Calendar
- School Sponsored/Non-Sponsored Field Trips Policy

Motion to approve the Minutes from the August 23, 2018, Board Meeting, 2018-2019 Annual Board Calendar, and School Sponsored/Non-Sponsored Field Trips Policy.

Motion: Karen Lester

Second: Gloria Grana

Vote	Yes	No	Abstain
S. Otsuji	X		
N. Lester	X		
K. Lester	X		
G. Grana	X		

CALIFORNIA SCHOOL DASHBOARD LOCAL INDICATORS

Lisa Hernandez, Principal, presented the California School Dashboard Local Indicators for NOVA Academy-Coachella for Fall 2018. The school has a “Met” rating for the Local Indicators: Priority 1, 2, 3, 6, and 7. Ms. Hernandez said Coachella is continuing to build its English Language Development program and is getting support from Riverside County. Instructional materials are more available for students. For example, the school provides consumable English textbooks in order for students to write in them and keep them. Parent engagement is high with 25-30% of parents participating at parent events. To promote events, they have a Loop communication system that translates English to Spanish. They do parent phone calls and students help make signs. In a recent survey, 88% of parents reported that students are college/career ready. Overall parents and students reported they are happy with the school. Over 77% of students who graduated in 2017 met A-G requirements. Over 50 students took AP courses in 2017-2018 and the AP exam pass rate was 59%.

Renee Lancaster, CEO/Founder, presented the California School Dashboard Local Indicators for NOVA Academy-Santa Ana for Fall 2018. Santa Ana has a “Met” rating for the Local Indicators: Priority 1, 2, 3, 6, and 7. Ms. Lancaster reported that she is working on an updated MOU with Santa Ana College to increase college enrollment. In 2018, the school hired a Director of Family Engagement & Community Involvement and her efforts have helped increase parent engagement. Survey findings showed that 98% of parents believe that students are college and career ready. The overall satisfaction rate is 92%.

Ms. Lancaster shared that AP course enrollment increased 179% and the AP exam pass rate was 38%. Enrollment in honors courses increased 224%. Enrollment in college courses was at 227.

FINANCIAL UPDATE

Karl Yoder, Chief Financial Officer of Delta Managed Solutions (DMS), and Denise Pascoe, Chief Business Officer, presented the Financial Update for NOVA Academy-Coachella. Enrollment and ADA are on track with the July budget. Actuals are within \$2,000 of the budget. Regarding Prop 39 funding, DMS is working with the vendor Lumeo to install ground-based solar panels at the campus site. Mr. Yoder said expenditures are in line with budget projections. He noted that books and supplies purchases are higher than expected but it can be due to this expense being highest at the beginning of the school year.

Karl Yoder and Denise Pascoe presented the Financial Update for NOVA Academy-Santa Ana. Mr. Yoder reported that enrollment, revenue, and expenditures are in line with the July budget and things are moving along well. NOVA Academy-Santa Ana meets full compliance with the bond coverage ratio in the prior year, current year, and the next two fiscal years.

EXECUTIVE REPORT

Renee Lancaster presented the Executive Report with enrollment updates for Coachella and Santa Ana, legislative updates in California, and dates for upcoming events. Ms. Lancaster provided an update on OCTA’s OC Streetcar. Kylie Schuyler, NOVA Academy Children’s Foundation Board Chair, will host an event at her house on November 15 to build awareness for NOVA Academy. Ms. Lancaster reported that the Hemet Property was sold. After fees and taxes, the net proceeds amount to \$13,681. The income will go to both campuses.

RATIFICATION OF HANSBERGER & KLEIN RETAINER AGREEMENT

Motion to ratify Hansberger & Klein retainer agreement for property tax exemption and retainer agreement for general counsel.

Motion: Karen Lester

Second: Norm Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
N. Lester	X		
K. Lester	X		
G. Grana	X		

RATIFICATION OF BOARD RESOLUTION

Motion to ratify Board Resolution Authorizing Sale of Hemet Property by Renee Lancaster.

Motion: Norm Lester

Second: Karen Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
N. Lester	X		
K. Lester	X		
G. Grana	X		

RATIFICATION OF COMPREHENSIVE SCHOOL SAFETY PLAN

Denise Pascoe presented the Comprehensive School Safety Plan for NOVA Academy-Santa Ana. She said there will be a Comprehensive School Safety Plan for Coachella presented at the next Board Meeting in December. The Board reviewed the safety plan for Santa Ana and found that it contained information related to the Coachella campus. Lisa Hernandez was listed as a Title IX Coordinator and Sonia Felix, Coachella counselor, was listed as a School Liaison for homeless students.

Motion to ratify Comprehensive School Safety Plan for NOVA Academy-Santa Ana with the names Lisa Hernandez and Sonia Felix removed.

Motion: Karen Lester

Second: Norm Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
N. Lester	X		
K. Lester	X		
G. Grana	X		

APPROVAL OF UPDATE TO DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES FOR STATEMENT OF ECONOMIC INTEREST FILING

For approval, Renee Lancaster presented the Update to Designated Positions and Disclosure Categories for Statement of Economic Interest Filing. The updates were the position change from Director of Operations to Director of Human Resources & Operations, the added position of Chief Business Officer, and the deleted position of President.

Motion to approve Update to Designated Positions and Disclosure Categories for Statement of Economic Interest Filing.

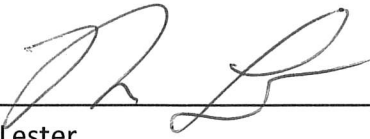
Motion: Norm Lester

Second: Karen Lester

Vote	Yes	No	Abstain
S. Otsuji	X		
N. Lester	X		
K. Lester	X		
G. Grana	X		

Adjournment

The meeting was adjourned at 8:41 PM.

A handwritten signature in black ink, appearing to read 'N. Lester', is written over a horizontal line.

Norm Lester