

NOVA ACADEMY

Board of Directors Special Meeting Minutes – May 13, 2021, 7:30 PM

Meeting Conducted via Teleconference

CALL MEETING TO ORDER: 7:11 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

Olga Duarte, Member

Members Not Present

None

Staff Present

Renee Lancaster, Chief Executive Officer/Founder

John Bowen, Director of Human Resources & Operations

Alicia Lewis, Business Services Manager

Adrienne Haggerty, Assistant Principal, NOVA Academy-Coachella

Carla Skaggs, Business Consultant

Angie Dillon, Executive Assistant

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

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None

LICENSED VOCATIONAL NURSE (LVN) VENDOR AGREEMENT

John Bowen, Director of Human Resources & Operations, presented the 2021-2022 Stepping Stones Group vendor agreement to provide a licensed vocational nurse (LVN) for NOVA Academy-Santa Ana. Mr. Bowen said the school currently has an LVN with Stepping Stones Group to assist with screening visitors, staff, and students as they enter campus, assist students who are ill, and help administer on-site COVID-19 testing to staff and students every week. Mr. Bowen said the new agreement for 2021-2022 has an hourly rate, and it will stay the same as the current one.

Dr. Susan Garrett, Board Co-Chair, motioned to approve the Stepping Stones Group vendor contract for NOVA Academy-Santa Ana. Olga Duarte, Board Member, seconded the motion.

Motion: Susan Garrett

Second: Olga Duarte

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

REVIEW FORM 990

Dr. Sanford Otsuji, Board Chair, presented the agenda item Form 990, the school's annual IRS tax form. Board Members shared that they all reviewed the document, and there were no questions.

Adjournment

The meeting was adjourned at 7:17 PM.



Norm Lester

5-13-2021