

# Board Committee Report

## Governance Committee

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**Date of Report:** June 15, 2023

**Written/ Submitted by:** Becky Lund (GC Chair)

**Date of Last Meeting:** June 12, 2023

**Date of Next Meeting:** August 14, 2023 (beginning at 6:00 pm)

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**Motion/ Action Items for the Board Meeting:**

<p><b>For the Consent Agenda:</b></p> <ol style="list-style-type: none"> <li>1. 2<sup>nd</sup> reading/ potential approval of revised policy 418 (Drug-Free Workplace)</li> <li>2. 2<sup>nd</sup> reading/ potential approval of revised policy 419 (Tobacco-Free Environment)</li> <li>3. 2<sup>nd</sup> reading/ potential approval of NEW policy (#TBD) Racial Equity</li> </ol>
<p>NOTE: The new Racial Equity policy was drafted by the Racial Equity Committee, shared with our attorney, and reviewed by the Governance Committee before being recommended to the Board. The Governance Committee further recommends that this policy be reviewed yearly for a few years to ensure that it fits our practices especially as we move forward with the strategic plan.</p>

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**2022-2023 Governance Committee Goals**

Goal	Notes	Due Date/ Complete?
<p><b>Work with the Executive Director to review and recommend policies that support Nova’s mission.</b></p>	<p>The Governance Committee has two remaining policies that were on the list to be reviewed this year. However, as they were last reviewed in 2021 and because the coming year’s list of policies to be reviewed is shorter than this years, we’re moving those two policies to next year’s list.</p> <p>Additionally, there are still several policies that have been reviewed by the GC, but not yet submitted to the Board due to a slight backlog while the Board was</p>	<p>June 2023</p> <p>The GC has reviewed 21 policies this year, not including the new Racial Equity policy.</p>

	working on the strategic plan. We will present more of those policies to the Board in July and August.	
<b>Provide the 2022 Election Report and conduct the 2023 board election.</b>		Completed.
<b>Implement and update the board training process.</b>		Ongoing.
<b>Create a process and implement to ensure 3-4 people serving on the Friends of Nova board on a rotating basis.</b>	The GC discussed adding new members to start July 1, but based on feedback, decided to wait until a later date. Currently there are 4 members on the FoN board, which is more than enough to conduct any current business. This leaves a spot or two open so that we can search for/add people who have backgrounds specific to any upcoming facilities decisions being made as a result of the steps of the Strategic Plan. If nothing occurs in SY24 to drive this, we would definitely want to add new members next spring.	June 2023

## **Friends of Nova Board**

Friends of Nova (FoN) is Nova Classical's affiliated building corporation. They are Nova Classical's landlord because charter schools are not allowed to own buildings. FoN was created to own the property and lease it to Nova Classical. All members of the Friends of Nova board are appointed by the Nova Classical Board of Directors and may be removed at any time by the Nova board. Otherwise, the members serve until they resign or their term (generally, a three-year period) ends. The FoN bylaws require that its board have at least four members, but should not exceed seven members.

The FoN Board must meet at least once per year (annual meeting) to elect officers, complete conflict of interest forms, and sign documents necessary for the function of the entity, but Nova Classical does all of the work. If Nova Classical goes through another bond refunding, seeks new bonds, or begins a building project there would be an additional time commitment.

## **Governance Committee's Role**

1. Monitor the membership and terms of the members of the FoN board.
  - a. Make recommendations to the Nova Classical Board to appoint new members as needed or to renew current members who wish to have another term.
    - i. The GC will provide a yearly update to the Board stating the membership and terms in June along with any recommendations for new/renewed members.
  - b. Solicit new members as needed.
    - i. Utilize candidates from the Nova Classical election.
2. Monitor the membership needs of the FoN board based on feedback from the Executive Director, current members of the FoN board, and the Nova Classical board.
3. Ask the Nova Classical board to appoint 1 Nova Classical board member each July to serve on the FoN board for a 1-year term and act as a liaison between the two boards as needed.
4. Work with the Executive Director as needed to ensure that the Nova Classical Facilities Director is a "permanent member" of the FoN board. (Permanent as long as they remain in that position at Nova Classical or until otherwise over-ridden by the Nova Classical board.)
5. Ideally, the Governance Committee will follow this timeline each year:
  - a. Determine membership needs in early May.
  - b. Solicit potential members in late May.
  - c. If needed, interview potential members at the June GC meeting.
  - d. Make a final recommendation to the Nova Classical board in June.
  - e. Have the members approved at the June board meeting.
  - f. New (or renewed) FoN board members start their term on July 1, same as the Nova Classical board members.

## **Miscellaneous**

Unless otherwise specified in this document or by later action of the Nova Classical board, the terms of FoN board members shall be for three years, ending on June 30.