

## Committee Report

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### **Committee Name: Governance Committee**

Date of Report: January 17, 2021

Written/submitted by: Becky Lund

Date of last meeting: January 11, 2021

Next meeting date: Monday, February 8, 2021

### **Motions/ Action Items for the January Board Meeting:**

#### **FOR THE CONSENT AGENDA**

- I. 2<sup>nd</sup> reading/ potential approval of revised policy NP707 (Health Insurance)
- II. 2<sup>nd</sup> reading/ potential approval of NEW policy (Counting All Students), to be given number NP 307
- III. 1<sup>st</sup> reading of revised policy #NP 206 (Board Orientation/Training)

**Notes:** NP707 was reviewed by Ms. Estrella and Nathan Shepard from Ratwik (attorney).

The proposed policy, Counting All Students, is in response to new requirements from MDE. It has been reviewed by Mrs. Heitzig and Mrs. Gabor and is consistent with Nova's current practices, as well as meeting state and federal requirements.

#### **Governance Committee Goals for 2020-2021**

- 1. Work with the Executive Director to review and recommend policies that support Nova's mission.**
  - a. Finish reviewing policies from SY2020
    - i. 2 policies (done by October 2020)
  - b. Review policies last reviewed/revised in 2017-2018
    - i. 16 policies (done by June 2021)
  - c. Continue to work on policy process to ensure smooth oversight and revision as needed (ongoing)  
**While the GC is continuing to work on reviewing and revising policies, we may not follow the schedule in order to not overwhelm the administration with additional work at this time.**
- 2. Provide the 2020 Election Report and conduct the 2021 board election.**

(report due October 2020, election work begins December 2020 and ends May 2021)

  - a. Continue a more robust and in-person recruiting of potential Board members, beginning with people serving on Board committees (December – March in particular)  
**The Governance Committee began looking at the election process and documents at our January meeting.**
- 3. Implement and update the board training process**

- a. Review and revise as needed the documents that pass on best practices and general knowledge to form a complete Board resource specific to Nova
  - i. Develop a regular review process for the documents and add to a Governance calendar
  - ii. Update document
- b. Provide training and resources on Nova's governance practices and policies for all Board members as needed. Continue to look at monthly Board meeting evaluations for trends and areas of need (ongoing)
  - i. Ensure the Board training calendar is followed and update it as needed
  - ii. Find ways to share the training information with the Nova community as well as the Board

**We reviewed the Board training calendar and made a few updates to ensure crucial information is shared each July.**

**4. Review the current board structure and recommend potential ways to reduce the size of the Board**

- a. Review board structure requirements (MN statute & Nova Bylaws) (November 2020)
- b. Determine parameters for a reduction (best practices, current needs, expiring terms, etc.) (November 2020)
- c. Make a recommendation to the Board for approval BEFORE we publish election materials (done by February 2021; ideally done in January 2021)

**DONE.**