

Board Committee Report

Governance Committee

Date of Report: May 12, 2025

Written/ Submitted by: Becky Lund (GC Chair)

Date of Last Meeting: May 12, 2025

Date of Next Meeting: June 9, 2025 (beginning at 6:00 pm)

Motion/ Action Items for the Board Meeting:

For the Consent Agenda:

- i. 2nd reading/ potential approval of revised policy NP 705 (Procurement)
- ii. 2nd reading/ potential approval of revised policy NP 701 (Establishment of Budget)
- iii. Add Jyotsna Sivaguru to the Friends of Nova board for a 3-year term beginning June 1, 2025.
- iv. Renew Missy Johnson's tenure on the Friends of Nova board for a second 3-year term beginning June 1, 2025.
- v. Accept the results of the 2025 Nova Classical Board Election: Becky Lund and Shannon Hooge were both elected to three-year teacher seats. Teo Flesher was elected to a three-year community member seat.

For the Business Section:

Appoint Two Parents to Fill the Two Parent Seats for SY26

The Governance Committee recommends that the Board appoint Colleen Hansen to fill a Parent Seat beginning July 1, 2025 and ending June 30, 2026. Her expertise in some on-going areas (the expansion and the Academic Excellence Committee) would be invaluable to have for another year.

Although we had another very qualified former board member also interested in serving, the GC further recommends that the Board appoint Lisa Gomez to the second Parent Seat beginning July 1, 2025 and ending June 30, 2026. The GC feels that her HR background and other expertise would be an asset to the work of the Board.

Note on the Consent Agenda: The Governance Committee is responsible for making recommendations for people to serve on the Friends of Nova (our "landlord"). The FoN board must be at least 4 people and not more than 7. [Jesse Prins (serving indefinitely as a part of his position at Nova Classical), Brian Lapham, and Paula Roberto are continuing members.] Jyotstna Sivaguru is a Nova Classical parent with a background in architecture, working with large non-profit clients and government entities, and working

on projects of various scales. The GC feels she would be an excellent addition to the FoN board.

APPROVED 2024-2025 Governance Committee Goals

Goal	Notes	Due Date/ Complete?
1. Work with the Executive Director to review and recommend policies that support Nova Classical's mission.	We'll get a head start on the "yearly review" policies at our June meeting.	Done.
2. Revise Nova Classical's policy review plan to continue regular reviews within a manageable framework.		Done.
3. Provide the 2024 Election Report and conduct the 2025 board election.		Done.
4. Implement and update the board training process.	<p>There are new statutes regarding mandated training for all board members, including training mandated before new board members start their terms. These need to be included in our board training process; it may be prudent to create a calendar, list of possible topics, and (in accordance to state statute) a method for the Board to give input on what topics are needed each year, including a board assessment piece.</p> <p>It would also be helpful to develop any "yearly" trainings (such as those for new members like Robert's Rules and Open Meeting Law) so that they are easily accessible each year and only need small updates as opposed to being recreated each time.</p>	Ongoing.
5. Continue to think about two goals from last year:	These don't require "checking-in" on a monthly basis, but shouldn't be neglected over the coming year.	FoN recommendation is complete.

<p>Recommend at least 1 new board member to the FoN Board.</p> <p>Find ways to educate the Nova Classical community on the work of the Board/Board committees.</p>		
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The following is the current policy review plan being used by the GC beginning this year. It is for informational purposes only.

Policy Review Plan (Updated 3/4/2025)

Policy	Last Reviewed by BoD	Next Review Date	Notes
NP 101 (Legal Authority of Board)	10/25/2021		
NP 102 (Definitions)	10/25/2021		
NP 201 (Role and Responsibilities)	11/29/2021		Needs to be updated in 2024? (Because of other updates)
NP 202 (Expectations and Obligations of Board Members)	09/30/2024		
NP 203 (Board Meetings)	09/30/2024		
NP 204 (Election of Board Members)	09/30/2024		
NP 205 (Committees)	04/25/2022		
NP 206 (Board Orientation, Training)	09/30/2024		
NP 208 (Development, Etc. of Policies)	01/30/2023		

NP 210 (BoD Member Conflict of Interest)	09/30/2024		
NP 301 (Application and Enrollment)	09/30/2024		
NP 303 (Whole Grade Acceleration)	04/29/2024		
NP 304 (Gifted and Talented Services)	06/24/2024		
NP 305 (Enrollment Numbers)	09/30/2024		Formerly “Section Size”
NP 306 (Enrollment Practices)	09/30/2024		
NP 307 (Counting All Students)	07/29/2024		
NP 402 (Reporting Unethical or Illegal Activity)	11/01/2022		
NP 404 (Background Checks)	08/29/2022		
NP 405 (Anti-Nepotism)	08/29/2022		(Emergency Approval 7/30/24)
NP 500 (Personal Electronic Devices – Safe...Tech. Use)	01/31/2022		Might need to be updated in 2024 (to add a mental health component)
NP 501 (Curriculum)	09/30/2024		
NP 502 (Parental Curriculum Review)	09/30/2024		
NP 503 (Tele-Related Services)	09/30/2024		
NP 601 (Gender Inclusion)	03/27/2023		NP 208 still lists this as a “yearly review” policy; we’ll want to update NP 208...
NP 602 (Racial Equity)	06/26/2023 (Pending sending to the Board with updates)		
NP 701 (Establishment of Budget)	04/26/2021		
NP 702 (Fund Balance Requirements)	09/30/2024		
NP 703 (Fundraising)	05/23/2022		

NP 704 (Electronic Fund Transfer)	05/23/2022		
NP 705 Procurement	NEW		(Emergency Approval 7/29/24)
NP 706 (Acceptance of Gifts)	05/23/2022		
NP 707 (Health Insurance)	05/20/2024		
102 (Equal Educational Opportunity)	11/27/2023		
110 (Data Retention)	01/31/2022		
214 (Out-of-State Travel)	02/27/2023		
401 (Equal Employment)	03/27/2023		
402 (Disability Nondiscrimination)	09/30/2024		
406 (Public and Private Personnel Data)	04/24/2023		
407 (Employee Right to Know – Hazardous Substances)	04/24/2023		
410 (Family and Medical Leave)	09/30/2024		
412 (Expense Reimbursement)	05/22/2023		
413 (Violence and Harassment)	09/30/2024		
414 (Mandated Reporting)	09/30/2024		
417 (Chemical Use and Abuse)	05/22/2023		
418 (Drug-Free)	06/26/2023		
419 (Tobacco-Free Environment)	06/26/2023		
427 (Workload Limits)	08/21/2023		
501 (School Weapons Policy)	08/21/2023		
502 (Search of Student)	10/30/2023		
504 (Student Appearance)	03/25/2024		

505 (Speech and Distribution of Materials)	11/25/2024		
506 (Student Discipline)	11/25/2024		
514 (Bullying Prohibition)	10/28/2024		NP 208 lists this as a “yearly review” policy, but it’s not mandated by the state
515 (Protection and Privacy of Student Records)	09/30/2024		
516 (Student Medication)	02/24/2025		
516.5 (Overdose Medication)	01/29/2024		
519 (Interviews of Students by Outside Agencies)	NEW 02/24/2025		Emergency approval on 2/24/25; also the 1 st reading
521 (Student Disability Nondiscrimination)	09/30/2024		
522 (Title IX Policy)	02/24/2025		“New” version from 11.25.2024 was rescinded on 2/24/25 Emergency approval on 2/24/25; also the 1 st reading
524 (Internet Acceptable Use)	01/27/2025		
526 (Hazing Prohibition)	11/25/2024		NP 208 lists this as a “yearly review” policy, but it’s not mandated by the state
531 (Pledge of Allegiance)	02/27/2023		
532 (Use of Peace Officers)	10/30/23		
533 (Wellness Policy)	06/24/2024		
534 (Unpaid Meal Charge)	02/26/2024		

609 (Religion and Religious and Cultural Observances)	09/30/2024		Formerly “Religion”
614 (School District Testing)	11/01/2022		
709 (Student Transportation)	07/29/2024		
801 (Equal Access to School Facilities)	01/29/2024		
806 (Crisis Management)	11/25/2024		
807 (Health and Safety)	09/30/2024		
Bylaws	04/25/2022		(Emergency Approval 7/29/24)

Notes: Yellow highlights recent notes, Green highlights top-priority policies for SY24, Purple highlights mandatory yearly-review policies.

According to last legislative session, we still need a PSEO weighted grade policy, EL notification policy, and staff disclosing to the Board if they receive compensation from the Authorizer.