Committee Report

Committee Name: Governance Committee
Date of Report: March 16, 2021
Written/submitted by: Becky Lund
Date of last meeting: March 8, 2021
Next meeting date: Monday, April 13, 2021

Motions/ Action Items for the February Board Meeting:

FOR THE CONSENT AGENDA

- I.   Add Amy Schwartz to the Governance Committee
- II.   2nd reading/ potential approval of revised policy 709 (Student Transportation)
- III.   2nd reading/ potential approval of revised policy 807 (Health and Safety)
- IV.   1st reading of revised policy NP 701 (Establishment of Budget)
- V.   1st reading of combined policies NP 702 and 714; now NP 702 (Fund Balance 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) **DONE.**
   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 revisal 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 nomination period has begun and will run through 4:00 pm, Friday, April 9. The nomination form is available at Candidate Questionnaire form.

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

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.