Nevada City School of the Arts
Charter Governance Council
Regular Meeting Agenda
Thursday, September 24, 2026
13032 Bitney Springs Rd, Building 9, Board Room, Nevada City, California

Call Order: 5:01 p.m.

Roll Call: Jon LeFebre, Joie King, Brian Allen, Marina Gage, Joy Marria, Meshawn Simmons, Holly Pettitt, Cindy Jurado, Andrew Todd

Guest: Liam

Public Forum: *Members of the public who wish to comment during the Board meeting will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board of Directors may limit the total time for public comment to a reasonable time.*

- *Liam, started the Forge 14 years ago, in lease negotiation for next year. Been a tenant for 10 years.*
- *Previous agreement for free membership for art teachers.*
- *Handout given for review - 3 minutes were up.*

Plaudits: Good start of the year, Katrina Mitchell (HS), she is holding the homeschool piece on her own. Her experience is invaluable, she makes parents comfortable, and has students turning in work on time.

Action Items

1. Approve Agenda
   - *Motion: Marina Gage 2nd: Joie King*

Consent Agenda

2. Approve August 13, 2026 Board Intensive Minutes - *See Attached*
   - *Motion: Joie King 2nd: Brian Allen*

Reports

3. Director's FYI Report – Holly Pettitt - *See Attached*
   - *Working on changing the structure of the State of the School to make it more digestible chunks for parents. Likely to send it via emails rather than live due to high cost and low attendance.*
   - *CYBHI billed for $54,000, could have billed for 132,000 due to the lack of insurance info submissions.*
4. Board and Committee Reports
   a. Nomination & Recruitment
      i. *Looked at committee charter, changing the name to nominations and board committee*
      ii. *30 minutes at the end of each meeting will go to E&I*
         1. *This month was gender inclusivity, wondering how to analyze the implementation? Add it to a Executive Director's Report?*
            a. *Will add this to a future agenda*
   b. Facilities
      i. *Will have 1st meeting before the next board meeting.*
   c. Search Committee
      i. *Created a roles and expectation sheet, will discuss later in the meeting*

Discussion Items

5. Discuss 2027-2028 Calendar Proposal – *Handout*
   a. *NU Board Rep was at county meeting, confident that they will start Aug. 4th*
   b. *Most of the county is considering the same start date, if NCSA does not follow, it will ripple into enrollment and staffing challenges*
   c. *Proposal of starting on Aug 11th*

d. *Starting early will end us early, this will have a negative effect on all of the end of the year activities including field trips, showcase, and graduation*
e. *Teachers will be consulted*
f. *Will revisit in December for a vote*

6. Discuss Gender Inclusivity at NCSA
    a. *Lisa Nowlain and Holly met and created a plan to create gender neutral bathrooms*
    b. *All MS students and teachers in CA have a requirement to have gender inclusivity and LGBQT trainings*
    c. *Scott Mertz will share the inclusivity checklist with all of the teachers campus-wide and create conversations that ensure we are meeting all of the standards*
    d. *We have a school-wide rule that we don't question people's bathroom choice- students, staff, and parents can use any bathroom they want without questions*

Action Items

7. Approve Updated Policy #610. Purchasing Policies and Procurement Procedures - *See Attached*
    a. Will ensure NCSOTA is updated to NCSA
    - *Motion: Meshawn Simmons 2nd: Andrew Todd*
8. Approve Policy #610 a. School Food Procurement - *See Attached*
    a. Will ensure NCSOTA is updated to NCSA
    - *Motion with updates: Jon LeFebre 2nd: Meshawn Simmons*
9. Approve Corporate Resolution for Authorized Signers for Nevada City School of the Arts and Raven Springs - *See Attached*
    - *Motion: Joie King 2nd: Brian Allen {Meshawn Abstained}*
10. Approve Updated Policy 202a. Classroom Based Independent Study Policy - *See Attached*
    - *Motion: Marina Gage 2nd: Meshawn Simmons*
11. Approve Updated Policy 202d. Home Study Instructional Budget Policy - *See Attached*
    a. Add slash to parent guardian
    b. Take guidelines out (pg 2) so they can be updated without board approval
    - *Motion with changes: Jon LeFebre 2nd: Joie King*
12. Approve Updated Policy 502 - NCSA Employee Handbook - *See Attached*
    - *Motion: Brian Allen 2nd: Andrew Todd*
13. Approve Prop 28 Arts and Music in Schools Funding Annual Report - *See Attached*
    - *Motion: Meshawn Simmons 2nd: Brian Allen*
14. Approve 2025-26 Unaudited Actuals & Alternative Form (RavenSprings & NCSA) – *Handout*
    a. Audit findings from 25/26 year, free and reduced was not closed out from the year prior due to staff changes
    - *Motion: Meshawn Gage 2nd: Jon LeFebre*
15. Approve 2025-26 Final Education Protection Account (EPA) expenses - *See attached*
    - *Motion: Marina Gage 2nd: Joy Marria*
16. Approve Multiple Subject Provisional Internship Permit for Karly Jodaitis (George) - *See Attached*
    - *Motion: Jon LeFebre 2nd: Andrew Todd*
17. Approve Director Search Process and Roles - See Attached
    a. Matrix survey will be sent to parents
    - *Motion: Marina Gage 2nd: Jon LeFebre*

18. Approve Executive Director Job Posting and Salary Range – *Handout*
    a. Remove "Upon request" from job description on page 3
    b. Remove Sarah from submission
    c. Remove "in a church" from "Why NCSA"
    d. Jon suggested started the range at $125,000 - $168,111 and go up if needed
    e. Will decide steps/ at the October committee meeting
    f. Will change the motion to "Approve Executive Director Job Description and Salary Range" rather than Posting

- *Motion: Marina Gage 2nd: Andrew Todd*

Discussion

19. Board Equity Work

Adjournment 7:34 p.m.

Access to Board Materials: A copy of the written materials which will be submitted to the School Board may be reviewed by any interested persons on NCSA's website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (530) 273-7736. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.