

Revised Agenda

NCOE Foundation

The NCOE Foundation will hold a regular *virtual* meeting on Wednesday, October 25, 2023, at 3:00 p.m. at the Napa County Office of Education, 2121 Imola Avenue, Napa CA 94559. **Members of the public may only attend the meeting virtually. Please see Public Participation information below.**

Board Member will be participating from 1450 Technology Lane, Petaluma CA 94954

1. **ORGANIZATION**

A. Call to Order

B. Welcome to Visitors

C. **Public Participation:**

Members of the public are invited to join by computer, tablet, smartphone, or telephone. Members of the public wishing to provide public comment must request to be called upon by:

1. Using the chat feature on the web conference to send a request to meeting host Josh Schultz, or
2. Using the hand raising feature in the participant panel on the web conference, or
3. Emailing a request to jschultz@napacoe.org. Requests to provide public comments should include the name of the commenter, the phone number or username of the commenter used to join the conference, and an indication if the comment is regarding items that ARE or ARE NOT on the Board's October 25, 2023 agenda.

Please click the link below to join the webinar:

<https://napacoe.zoom.us/j/83421784129?from=addon>

Meeting ID: 834 2178 4129

One tap mobile

+16699006833,,83421784129# US (San Jose)

+16694449171,,83421784129# US

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 834 2178 4129

Find your local number: <https://napacoe.zoom.us/j/83421784129>

D. Approval of Agenda

E. Approval of Minutes – October 19, 2022

F. Comments by the Public: Suggestions, comments, and requests may be presented to the Board at this time for items not on the agenda on those subjects over which the Board has jurisdiction. Normally, the Board will take no action at this time. Individuals may be limited to three minutes for their presentations.

Comments by the Public for Items on the Agenda: The NCOE Foundation Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the NCOE Foundation, either before or during the Board's consideration of the item.

2. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

The Board Chair and/or Board members may report miscellaneous items for information purposes.

3. CONSENT AGENDA ITEMS

Background information on these items is provided to the Board prior to the meeting. Action is taken by a common motion without discussion unless discussion of an item(s) is requested by a Board member(s).

A. Gift Approval: Approve all contributions, gifts, and transactions. Refer to Transaction List on NCOE Foundation Monthly Financial Statement.

All donation/gift acceptance requests will be submitted to the Board Secretary for approval. Approval will take the form of a consent agenda item where all gifts are listed and the board takes action to accept them. Items that the Board Secretary thinks might be controversial will be held for discussion or action. (Josh Schultz, Treasurer)

B. Grant Approval: All grant submission request will be submitted to the Board Secretary for approval. Approval will take the form of a consent agenda item where all grant requests are listed and then the board takes action to accept them. Items that the Board Secretary thinks might be controversial will be held for discussion or action. (Josh Schultz, Treasurer)

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C. Event Approval: All event approval requests will be submitted to the Board Secretary for approval. Approval will take the form of a consent agenda item where all event requests are listed and then the board takes action to accept them. Items that the Board Secretary thinks might need further discussion will be held for discussion or action. (Josh Schultz, Treasurer)

D. Fund Distribution: Funds received through grants or donations to support a particular department, individual or organization will be transferred upon acceptance of NCOE Foundation terms. Approval of distribution of funds from the NCOE Foundation will take the form of a consent agenda item. (Josh Schultz, Treasurer)

4. ACTION ITEM

5. INFORMATION ITEMS

A. NCOE Foundation 2022-23 Annual Report (Josh Schultz, Treasurer)

B. NCOE Foundation Quarterly Report - July, August, September 2023 (Josh Schultz, Treasurer)

C. General Liability and D&O Renewal Policies (Josh Schultz, Treasurer)

D. Annual Department Reports (Josh Schultz, Treasurer)

E. Upcoming grants and opportunities (Josh Schultz, Treasurer)

F. NCOE Foundation Compliance Calendar (Josh Schultz, Treasurer)

6. FUTURE AGENDA ITEMS

7. NEXT MEETING OF THE NCOE FOUNDATION

The next regular meeting of the NCOE Foundation will be on Wednesday, January 24, 2024.

8. ADJOURNMENT

In compliance with the American with Disabilities Act, if special assistance is needed to participate in this meeting, contact the NCOE Foundation at 253-6810. Notification forty-eight hours prior to the meeting will enable the NCOE to make reasonable arrangements to ensure accessibility to this meeting. I HEREBY CERTIFY THE AGENDA FOR THE STATED MEETING WAS POSTED ON THE NCOE WEBSITE AND IN NCOE'S DISPLAY CASE AT 2121 IMOLA AVENUE, NAPA, CA 94559, Friday, October 20, 2023. Informational material is available for review at the NCOE.

Ellen Sitter, Recording Secretary
NCOE Foundation