

NCOE Foundation

The NCOE Foundation will hold a regular meeting on Wednesday, February 26, 2020, at 3:30 p.m. in **Room D** at the NCOE, **2121 Imola Avenue, Napa, CA.**

1. ORGANIZATION

- A. Call to Order
- B. Welcome to Visitors
- C. Approval of the Agenda
- D. Approval of Minutes – January 22, 2020
- E. Comments by the Public: Suggestions, comments, and requests may be presented to the Board 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.

2. PRESENTATION(S)

- A. Presentation by Kathleen Montgomery, Teacher Resource Center (Barbara Nemko, Napa County Superintendent of Schools).

3. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

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

4. 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 then the board takes action to accept them. Items that the Board Secretary thinks might be controversial will be held for discussion or action. (Julie McClure, Secretary)

- B. Grant Approval: All grant submission requests 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. (Julie McClure, Secretary)

- C. Event Approval: Approval of event as follows:

- Mariposa Paint Night (Sara Sitch, Board Member)

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. (Julie McClure, Secretary)

D. Fund Distribution: Funds received through grants or donations for the purposes of a particular department or activity will be transferred to that department upon acceptance of NCOE Foundation terms. Approval of distribution of funds from the NCOE Foundation to a Napa County Office of Education department or program will take the form of a consent agenda item. (Julie McClure, Secretary)

5. ACTION ITEMS

A. Board approval of the Resource Services Sharing Agreement between the Napa County Office of Education and the NCOE Foundation. The Board will be asked to approve the Resource Services Sharing Agreement between the Napa County Office of Education and the NCOE Foundation. (Josh Schultz, Treasurer)

B. Board approval of the AmeriCorps Emergency Fund, with purpose statement and advisory committee nominees, to support AmeriCorps members in an emergency situation. The Board will be asked to approve the AmeriCorps Emergency Fund, with purpose statement and advisory committee nominees, to support AmeriCorps members in an emergency situation. (Julie McClure, Secretary)

6. INFORMATION ITEMS

A. NCOE Foundation Monthly Financial Statement (Josh Schultz, Treasurer)

B. Upcoming grants and opportunities (Julie McClure, Secretary)

- Napa Valley Vintners 2020

C. Update Superintendent's Fund transfer to the NCOE Foundation (Josh Schultz, Treasurer)

7. FUTURE AGENDA ITEMS

8. NEXT MEETING OF THE NCOE FOUNDATION

The next regular meeting of the NCOE Foundation will be on Wednesday, March 25, 2020.

9. 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, February 21, 2020. Informational material is available for review at the NCOE.

Ellen Sitter, Recording Secretary
NCOE Foundation