

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
February 22, 2016**

**Directors Present: Jason Belter, Jeff Ellerd, Dan Greenfield, Laura Hobbs, Claudia Gumbiner Hungs, Tonya Johnson-Nicholie, Roxane Lehmann, Annie Lewine, Paul Mason, Robb Westawker**

**Advisors Present: Eric Williams, Nancy Baumann, Brooke Tousignant, Jen Danforth, Chris Rovn, Linda LaFrombois, Robin Cerio (NPTO representative), Luke Westawker (student representative)**

**Others in Attendance: Nova parents and staff**

**I. Call to Order**

The meeting was called to order at 6:30 PM. Paul Mason led the meeting.

**II. Board Working Session**

**A. Made in Minnesota Solar**

Mr. Borell from Innovative Power Systems presented. They propose to work as the developer to install a 40kW solar system (the largest offered with this program) on roof at no cost to Nova. New Energy Equity brings the money for financing and pays Innovative Power System for installation costs. The program is lottery based. The system will not penetrate the roof in any way. For the first 10 years, the incentive benefit will go to New Energy Equity. The following 15 years they will sell the energy from the array 50kw hrs/year at a discount. After 15 years, they give the system to Nova at fair market value. The warranty on panels is 25 years. Mr. Borell expects 35-40 years of use. He projects \$1300 savings in the first year. This would increase each year of use as long as the panels last. Mr. Borell is seeking approval to enter Nova in the lottery. There was discussion.

**B. Silent Dismissal Update**

Ms. Tousignant provided an update on implementing silent dismissal. A task force of lower school teachers, specialists, and administration has been developed to work out the logistics and look into pricing. The hope is to get this program up and running prior to the end of the school year. The cost is \$2.50/student for this year, but would be prorated because of the partial year implementation. Next year it would be \$1.50/student.

**C. Weighted Grading, PSAT**

Ms. Danforth shared information gathered about what other schools do as far as weighting grades for PSEO classes. From her research, St. Paul is the only school district that weights PSEO grades. Ms. Lehmann asked about the possibility of including credits from PSEO classes without including those classes in a student's GPA. There was discussion.

Ms. Danforth shared data about student PSAT test results. In addition to 6 senior finalists this year, there were 16 juniors that scored over 200 which could qualify them for National Merit Scholarships.

#### **D. Athletics and Activities Report**

Mr. Rovn provided data showing the participation in sports over the past 3 school years. Overall participation has grown from 309 to 421. Participation is quite high. Unfortunately, some of the coops have been dropped. There was discussion.

Mr. Mason would like information about student participation in all extracurriculars. In addition to raw numbers of participants, a percent of students involved would be helpful to know. It would be helpful to include all sorts of activities. Ms. Cerio mentioned that there will be students that are participating in extracurriculars that aren't sponsored by Nova.

Twin City Sport Independent Conference approached Nova about joining a conference. There will be a meeting Wednesday to discuss a merger of two conferences. 22 schools will participate in that meeting. Mr. Rovn hopes this might be finalized in March or April.

#### **E. Activities Report**

Mr. Shepard shared about the YMCA's Model Assembly. Students are able to participate in roles modeling state legislature. There were four Nova students that participated this year. These students are a part of a steering committee hoping to grow this program.

Ms. Lewine presented about Model UN. 16 students participated in multiple conferences throughout the school year. Students become a delegate representing a specific country. Some topics from this year include border conflicts over water and child soldiers. The goal is to help students learn about world issues and to improve their public speaking and diplomacy.

Mr. Mason shared that Ms. Brodeur resigned from Nova's Board of Directors effective Monday, February 22, 2016. Mr. Mason expressed thanks for her service on the Board and the School Climate Committee.

### **III. Business Meeting: Approval of Agenda**

Mr. Ellerd moved to approve the agenda. Ms. Gumbiner Hungs seconded. The motion passed unanimously.

### **IV. Consent Agenda**

- A. Approve Minutes from January 25 meeting
- B. Approve Gifts and Donations
- C. Finance Report
- D. Treasurer's Report
- E. First Reading of Policy 501, School Weapons
- F. First Reading of Policy 521, Student Disability Nondiscrimination
- G. First Reading of Policy 709, Student Transportation Safety

- H. First Reading of Policy 801, Equal Access to School Facilities
- I. First Reading of Policy 806, Crisis Management
- J. First Reading of Policy 807, Health and Safety
- K. Accept recommendation to terminate Lillian Conely as accounts payable/payroll assistant
- L. Approve to hire Claire Gilbert, Long Term Substitute
- M. Approve to hire Liliana Rodriguez, Custodian
- N. Approve reassignment of Patty Cracauer, Education Assistant
- O. Approve to hire Susan Williamson, Lunch Supervisor
- P. Approve Athletic and Extra-curricular stipend agreements

Mr. Belter moved to approve the consent agenda. Mr. Greenfield seconded. The motion passed unanimously.

**V. Public Comment**

There was public comment.

**VI. Reports received by the Board.**

**A. Board Chair Report**

Mr. Mason gave a brief update on progress toward Board goals for this year. Action or achievement has been occurring against every Board goal this year. Additional progress updates will be provided at coming Board meetings.

**B. Executive Director Report**

There will be input sought on the Student/Parent Handbook. Mr. Williams will be looking for both Board members and parents to join in the committee providing input.

Ms. LaFrombois provided information about applications and withdrawals. There have been more mid-year withdrawals than typical. There are 7 spots outstanding. Typically enrollment is closed after the first semester. Ms. LaFrombois is continuing to offer spots into second semester. There was discussion about lateral entries at the high school level.

**C. Board Committees**

**i. Governance Report**

Online balloting is being researched for this year. Ms. Johnson-Nicholie gave an update on Board spots up for election. There was discussion about filling the vacant spot on the Board.

**ii. Finance and Budget Report**

There was discussion about FY Forecast vs Budget showing a predicted fund balance of 25.8%. There was discussion about the necessity of creating an amended budget to more closely reflect spending. Nova won the MDE Finance Award for the 5<sup>th</sup> straight year. Mr. Ellerd gave an update on properties and proposed construction.

**iii. Academic Excellence Report**

The committee has begun work on the new charge.

**D. Ad Hoc Committees**

**i. Development Committee**

Mr. Greenfield mentioned that the committee is evaluating the best time for SweeTen. He also highlighted the motion before the Board for funds to purchase prizes for promotional drawings.

**ii. Human Resources Committee**

The committee is hoping to have a revised handbook to consider at the March meeting. Mr. Mason provided an overview of other goals the committee is working to complete.

**iii. School Climate Committee**

Work is continuing on identifying anti-bullying curriculum and positive behavior management systems that could be implemented at Nova.

**iv. Gender Inclusion Policy Development Task Force**

Mr. Westawker highlighted the work of the task force. They are working to create a policy that is responsive, clear and consistent, and practical. The task force is on track to recommend a gender inclusion policy draft in March. Mr. Westawker asked that all comments for the task force be sent to public comment so input can be transparent. Mr. Westawker asked for some time for thoughtful reflection to pull together all that has been said to provide a coherent policy.

**E. Student Board Member**

Luke Westawker shared about many exciting achievements of Nova students.

**F. NPTO Report**

Ms. Cerio highlighted the all school roller skating party coming up next month.

**VII. Board Business Action Items**

**A. Accepted Seats for Election**

Mr. Ellerd, “Resolved, that the Board accepts the following spots up for election in April of 2016:

- 3 parent seats, two for a 3-year term and one for 2-year term
- 2 teacher seats, one for a 3-year term and one for a 2-year term
- 2 community member seats, one for a 3-year term and one for a 2-year term”

Ms. Hobbs seconded. The motion passed unanimously.

**B. Second Reading and Approval of Policy of 102, Equal Opportunity**

Ms. Johnson-Nicholie, “Resolved, that the Board approve Nova Board Policy 102, Equal Opportunity, effective immediately.” Mr. Westawker seconded. The motion passed unanimously.

**C. Second Reading and Approval of Policy of 532, Use of Peace Officers and Crisis Teams**

Mr. Greenfield, “Resolved, that the Board approve Nova Board Policy 532, Use of Peace Officers and Crisis Teams, effective immediately.” Ms. Johnson-Nicholie seconded. The motion passed unanimously.

**D. Literacy Plan**

Mr. Ellerd, “Resolved, that the Board accepts the Local Literacy Plan as modified.” Mr. Greenfield seconded. There was discussion. The motion passed unanimously.

**E. Funds for SweeTen and Nova Classic**

Mr. Greenfield, “Resolved, that the Board approves the use of funds up to \$1200 to purchase prizes that can be used in drawings to encourage participation for the SweeTen and the Nova Classic.” Mr. Westawker seconded. There was discussion. The motion passed unanimously.

**F. Disposition of Nova Bus**

Ms. Hobbs, “Resolved, that the Board approves the disposition of Nova’s bus and authorizes the administration to evaluate other transportation options.” Mr. Ellerd seconded. The motion passed unanimously.

**G. Solar Panel Application**

Ms. Hobbs, “Resolved, that the Board approves moving forward with the application process with Innovative Solar Systems.” Ms. Lewine seconded. The motion passed unanimously.

**H. Filling Vacant Board Position**

Ms. Hobbs, “Resolved, that the Board tasks Governance Committee with identifying a candidate or candidates to fill the open parent seat.” Ms. Gumbiner Hungs seconded. The motion passed unanimously.

**VIII. Board Personnel Action Items**

**A. Resignation of Heather Isernhagen**

Mr. Belter, “Resolved, that the Board accepts the resignation of Heather Isernhagen.” Mr. Westawker seconded. The motion passed unanimously.

Ms. Hobbs, “I move to extend our meeting time until we cover the items on the approved agenda.” Ms. Gumbiner Hungs seconded. The motion passed unanimously.

**IX. Closed Session**

Ms. Hobbs, “Resolved, that we close the meeting to do an Executive Director review.” Ms. Lewine seconded. The motion passed unanimously.

In summary of the closed session, the Board recognizes the leadership of Dr. Williams and states that Dr. Williams meets expectations.

**X. Next Meeting Date/Agenda Items**

The next regular Board meeting will be on Monday, March 28, 2016 beginning at 6:30 PM.

**XI. Adjournment**

Ms. Lewine moved to adjourn. Mr. Ellerd seconded. The motion passed unanimously. The meeting adjourned at 10:07 PM.

Minutes submitted by Laura Hobbs.