

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
May 16, 2011**

Directors Present: Jason Belter, John Bujan, Tom Corrigan, Sarah Dumont-Brown, Brandon Foat, Damon Fraser, Kirsten Hornseth, Dianne Krizan, Becky Lund, Wendy Swanson-Choi

Directors Absent: None

Advisors Present: Brian Bloomfield, Miranda Morton, Kate Tetmeyer (NPTO Representative), Nancy Baumann

Others in Attendance: Nova parents

I. Call to Order

The meeting was called to order at 6:34 PM. Dianne Krizan led the meeting.

II. Approval of Agenda

Mrs. Hornseth moved to approve the agenda with the additions of the 1st reading of policy #9-413 under the Governance report and approving the BoD meeting schedule in the Board Chair report. Mr. Belter seconded. The motion passed unanimously.

III. Board Chair Comments

Mrs. Krizan congratulated the administrative team for winning Nova's 2nd Finance Award from the state. She also thanked all the candidates that ran in our last election and the 51% of our community that voted. Finally, Mrs. Krizan allowed Mrs. Dumont-Brown to speak regarding the election.

IV. Public Comment

Mrs. Krizan noted that some public comment was received electronically after our deadline for the May board packet and it will be included in the June board packet. There was public comment.

V. Consent Agenda

- A. Regular Meeting Minutes from April 18, 2011
- B. Add Lisa Kleingarn as a member of the Development Committee
- C. Accept Gift Donations

Mrs. Hornseth moved to approve the consent agenda with the removal of the regular meeting minutes. Mr. Belter seconded. The motion passed unanimously.

Ms. Lund moved to approve the regular meeting minutes from April 18, 2011 with the change of Mr. Bloomfield to Mr. Bujan under the Governance Committee report. Mrs. Hornseth seconded. The motion passed unanimously.

VI. Treasurer/ Finance Update

This was pushed down to the Finance and Budget report.

VII. Reports received by the Board

a. Administration Report

Mr. Bloomfield highlighted Nova's preliminary ACT results. He also highlighted where we are with facilities and the Victoria Park Project, including employing a civil engineer, an upcoming HRA hearing for a purchase agreement with the city of St. Paul and changing the city's master plan. Mr. Bloomfield also gave an overview of some of the next steps.

Mr. Bloomfield spoke about how we are bonding this project on our own and we reached out to Dougherty and to Piper Jaffray. Piper Jaffray had some more slightly favorable elements, so the Finance and Budget Committee recommends going with them.

Mr. Bloomfield explained the board membership of Friends of Nova and how people are appointed to their board.

Mr. Bloomfield also explained the letter of intent between Nova and Friends of Nova.

Mr. Bloomfield reviewed the land being purchased from Brighton Realty and the desired use of adjacent land owned by Brighton until the park is completed.

b. Board Chair Report

Mrs. Krizan spoke about the meeting calendar for the next school year. She also encouraged board members to identify specific concerns with the board's decision to not approve the Friends of Education agreement between Nova and Parnassus Prep. There was discussion.

c. Board Committees

i. Curriculum Report

There was discussion regarding the timing for approval of the 11th and 12th grade curriculum.

ii. Development Report

iii. Finance and Budget Report

There was discussion regarding the current budget.

SY 2012 Budget – Mr. Fraser summarized the information utilized by the Finance and Budget Committee to develop this budget. There was discussion of revisiting administrative staffing and COLA after the legislature finalizes education funding.

Governance Report

2nd reading of revised policy #9-526

1st reading of policy #9-413 – There was discussion of aligning the reporting section with Nova's administrative and governance structure.

Election results – Mr. Bujan summarized the process of the election, its results and its unusual issues this year.

The Governance Committee was charged with reviewing the election process and report back to the board about improvements.

Mr. Bujan also brought up the soon-to-be-vacant Parent seat on the board and soliciting interested parties for that seat. There was discussion.

Further, clear direction will be given to the Governance Committee at the June board meeting.

d. Ad Hoc Committees

i. Strategic Planning Committee

Mr. Bloomfield gave a summary of the committee's progress and the next steps they will take. There was discussion. Board members were asked to send feedback to Mr. Bloomfield in preparation for the next review at the June meeting. The board will approve the strategies and the goals but not the tactics.

e. NPTO Report

VIII. Board Updates/Action Items

a. Renew MN High School Athletic League Membership

Mr. Belter, "Resolved, that the governing Board of School District Number 4098-07, County of Ramsey, State of Minnesota delegates the control, supervision, and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

Further resolved, that the high school listed below, Nova Classical Academy, is authorized by this, the Governing Board of said school district, to renew its membership in the Minnesota State High School League; and

Further resolved, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as it appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the governing Board." Mrs. Hornseth seconded.

There was a plug for sign-up and discussion. The motion passed unanimously.

b. Approve SY 2012 Budget

Mr. Fraser, "Resolved, the Board approves and adopts the SY2012 budget as recommended by the Finance and Budget committee." Mrs. Hornseth seconded.

There was discussion. The motion passed unanimously.

c. Friends of Nova Directors

Mr. Fraser, "Resolved, all existing Friends board members, Jeff Ellerd, Scott Knudson, Tom Blindt, Steve Sheridan, are appointed retroactively or *nunc pro tunc* back to June 17, 2008." Mr. Bujan seconded. The motion passed unanimously.

d. Letter of Intent to Friends of Nova

Mrs. Hornseth, "Resolved, the Board approves and adopts the Letter of Intent between Nova Classical Academy and the Friends of Nova Classical Academy."

Mr. Belter seconded. There was discussion. The motion passed unanimously.

e. Purchase Agreement between Friends of Nova and Brighton Realty

Mr. Fraser, “Resolved, the Board directs Friends of Nova to sign the proposed purchase agreement between Friends of Nova and Brighton Realty as attached, giving discretion to the Executive Director regarding section 14-R.” Ms. Dumont-Brown seconded. There was discussion. The motion passed unanimously.

f. Approve Friends of Nova to Engage Piper Jaffray

Mr. Fraser, “Resolved, the Board directs Friends of Nova to engage Piper Jaffray as the bonding agent/underwriter for the project at Victoria Park.” Mrs. Hornseth seconded. There was discussion. The motion passed unanimously.

g. Accept the Election Results

Ms. Lund, “Resolved, the Board accepts the election results as presented at the May 16, 2011 regular board meeting.” Mr. Corrigan seconded. There was discussion. The motion passed unanimously.

h. SY 2012 Board Meeting Schedule

Mrs. Krizan, “Be it resolved that the Board of Directors accept the meeting schedule for regular meetings for the SY 2012.” Mrs. Hornseth seconded. There was discussion. The motion passed unanimously.

i. Charge to the Governance Committee

Mrs. Krizan, “Resolved that the Governance Committee be charged with reviewing the election process and drafting a report of recommended improvements to the Board no later than its September meeting.” Mrs. Hornseth seconded. The motion passed unanimously.

IX. Public Comment

There was public comment.

X. Next Meeting Date/Agenda Items

Next Board of Directors meeting is June 13, 2011 beginning at 6:30 at the Upper Campus. There will be a facilities update and election of board officers and committee chairs. at that meeting.

XI. Adjournment

Mrs. Hornseth moved to adjourn. Mr. Belter seconded. The motion passed unanimously. The meeting adjourned at 9:23 PM.

Minutes submitted by Becky Lund.