

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
April 19, 2010**

Directors Present: Jason Belter, John Bujan, Tom Corrigan, Diane Cossairt, Brandon Foat, Damon Fraser, Simon Fung, Kirsten Hornseth, Dianne Krizan, Becky Lund, Wendy Swanson-Choi

Directors Absent: None

Advisors Present: Brian Bloomfield, Miranda Morton, Nancy Baumann, Kate Tetmeyer (PTO representative)

Others in Attendance: Nova parents

I. Call to Order

The meeting was called to order at 6:32 PM. Dianne Krizan led the meeting.

II. Approval of Agenda

Mr. Bujan moved to approve the agenda. Mr. Corrigan seconded. The motion passed unanimously.

III. Board Chair Comments

Several sixth grade students presented the first 50 lines of *Beowulf*. Well done!

Mrs. Krizan acknowledged the emails the Board has received regarding the Sex. Ed. curriculum. The Curriculum Committee will give an update later in the meeting.

IV. Public Comment

There was public comment.

V. Consent Agenda

A. Meeting minutes for March 22, 2010

Mr. Bujan moved to approve the consent agenda. Mrs. Hornseth seconded. Mr. Belter, Mr. Bujan, Mrs. Cossairt, Mr. Corrigan, Mr. Foat, Mr. Fraser, Mr. Fung, Mrs. Hornseth, Ms. Lund, and Ms. Swanson-Choi voted in favor. Mrs. Krizan abstained. The motion passed.

VI. Treasurer/ Finance Update

Mr. Fraser gave the finance update. He also mentioned the Finance Committee is considering working on a 24 month projection for Nova's cash flow as well as the 12 month, but it is very difficult to predict that far in the future. There was discussion. We are currently trying to accelerate some costs from next year to this year as we have some additional lease aid money.

There was discussion about policy 701 and setting priority financial goals (regarding on what to spend money) for the Executive Director.

Ms. Fraser, “I move to approve the updated YTD March 2010 budget with year-end forecast, including the increased revenue and spending.” Mr. Foat seconded. Mr. Belter, Mr. Bujan, Mr. Corrigan, Mr. Foat, Mr. Fraser, Mr. Fung, Mrs. Hornseth, Mrs. Krizan, Ms. Lund, and Ms. Swanson-Choi voted in favor. Mrs. Cossairt voted against. The motion passed.

VII. Reports received by the Board

a. Administration Report

Mr. Bloomfield gave a few other highlights of events around Nova including projected student numbers for next year and hiring a college counselor. He also presented the revised Faculty/Staff Handbook and briefly highlighted some of the changes he made. Mr. Bujan asked if we should have our handbook reviewed by an employment law attorney as Nova must follow employment law according to last summer’s statutory changes.

Mr. Fraser, “Resolved, to authorize the Executive Director to retain council to review the Employee Handbook for compliance with law, spending up to \$500, after the Executive Director makes the changes discussed by the Board.

Also resolved that a final report will be made to the Board at the next meeting after the review.” Mr. Bujan seconded. The motion passed unanimously.

b. Board Committees

i. Development Report

Ms. Swanson-Choi gave an update on the Annual Appeal.

ii. Governance Report

Mr. Bujan gave an update on the upcoming election. A candidate forum is set for May 6th.

iii. Finance and Budget Report

There was discussion about future facility plans.

iv. Accountability Report

1. 2nd Reading of the Curriculum Policy (#TBD)

2. 1st Reading of the revised Application and Enrollment Policy

There was also discussion about the results of the Parent Satisfaction Survey.

v. Curriculum Report

1. Update on Health Curriculum

Mr. Belter gave a report on the curriculum development process, especially as it pertained to the development of the 10th grade Sex. Ed. curriculum. Mr. Bloomfield added that the Curriculum Committee reviewed 4 different texts before moving forward with the ETR curriculum. He also clarified the “opt out” option as currently stated in MN statute 120B.20.

There was discussion. Mrs. Cossairt suggested the Board write a new policy on the teaching of human sexuality, using the rational

of the removed Sex. Ed. Policy as a foundation. There was more discussion.

Mrs. Cossairt, "I move that the Board direct the Curriculum Committee to select another curriculum that is less controversial than the ETR Health Smart curriculum to use in the 10th grade health class." The motion was not seconded.

There was discussion about further communication with the community about the continuing development about the Sex. Ed. curriculum.

There was also discussion about who might be responsible for Nova's opt out procedures.

Mr. Fraser, "Resolved to charge the Executive Director with drafting an 'opt out' procedure to be presented at the May board meeting." Mr. Foat seconded. The motion passed unanimously.

c. NPTO Report

d. Board Chair Report

Mrs. Krizan tabled the Administrative review process discussion. She discussed the need to work on clarifying our administrative structure.

Mrs. Krizan gave an update on board training

VIII. Board Updates/Action Items

a. Motion to Accept the proposed 2010-11 School Year calendar

Mr. Belter, "Be it resolved that the Board accept the proposed 2010-2011 school year calendar." Mrs. Hornseth seconded. Motion passed unanimously.

b. Motion to charge ad hoc committee on Administrative Structure

Ms. Lund, "Be it resolved that the Board charge an ad hoc committee to research administrative structures, job descriptions, and pay ranges, including but not limited to benchmarking with other relevant schools, and make a recommendation to the Board at the regular September 2010 meeting.

"Be it further recommended that the committee membership consist of two board members, two teachers, one parent from the Lower School and one parent from the Upper School.

"Be it further resolved that Tom Corrigan chair the ad hoc committee." Mrs. Hornseth seconded. There was discussion. Motion passed unanimously.

c. Motion to Engage Larson Allen to conduct Nova's annual financial audit

Ms. Lund, "Being that the Finance and Budget committee has passed a motion for the Administration to review and recommend an auditor for the 2010 audit, be it resolved that the Board authorize the Executive Director to engage Larson Allen to perform Nova Classical Academy's 2010 audit." Mr. Foat seconded. There was discussion. Motion passed unanimously.

d. Motion to Engage ISES for Special Education services

Mr. Fraser, "Be it resolved that the Board authorize the Executive Director to engage ISES to perform Special Education services for Nova Classical Academy for the 2010-11 school year." Ms. Lund seconded. There was discussion. Motion passed unanimously.

IX. Public Comment

There was no public comment.

X. Next Meeting Date/Agenda Items

Regular Board meeting, May 17, 6:30 PM, is at the LOWER SCHOOL in Quinn Hall. Agenda items potentially include approving the draft of the 2010/11 budget, a third reading/ potential approval of the Curriculum Policy, and the results of the board election. We may also need to discuss adding a board meeting in the month of June.

XI. Adjournment

Ms. Lund moved to adjourn. Mr. Foat seconded. The motion passed unanimously. The meeting adjourned at 9:27 PM.

Minutes submitted by Becky Lund.