

**Nova Classical Academy - UPDATED  
Board of Directors Meeting Minutes  
Regular Meeting  
March 22, 2010**

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

**Directors Absent: Dianne Krizan**

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

**Others in Attendance: Nova parents, all but one of who left when their kindergarteners were done singing.**

**I. Call to Order**

The meeting was called to order at 6:30 PM. Wendy Swanson-Choi led the meeting.

**II. Approval of Agenda**

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

**III. Board Chair Comments**

Several kindergarten students sang the Countries of Asia Song as an example of the memorization work being done in the Grammar Stage. Well done!

**IV. Public Comment**

There was no public comment.

**V. Consent Agenda**

- A. Meeting minutes for February 22, 2010
- B. Accept gift donations

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

**VI. Treasurer/ Finance Update**

Mrs. Baumann presented the Finance report. She mentioned our Special Ed. funding has been cut, but that we're still doing okay. She cautioned that we still need to be conservative as our financial situation could change if several students suddenly left.

Mr. Fraser gave an update about next year's budget and said that it may be May before we have a potential budget. Any possible scenarios or ideas should be directed to the Finance and Budget Committee.



## **VII. Reports received by the Board**

### **a. Administration Report**

Mr. Bloomfield highlighted that we had 592 on-time applications, with applications for every grade (K-10). The lottery has been completed without a hitch with thanks to Jan Beebe for her work with this.

Mr. Bloomfield also said that he and Mrs. Morton are reviewing over 180 applications for 7 open positions for 2010/2011.

He gave a few other highlights of events around Nova.

### **b. Board Committees**

#### **i. Development Report**

Mrs. Swanson-Choi said that we are currently on track to reach our fundraising goal of \$100,000. We are up to 41% of our families participating in our fundraising.

#### **ii. Governance Report**

##### **1. Nova Bylaws**

Mr. Bujan mentioned that the deadline for BoD applications is 4:00 pm on April 5<sup>th</sup>.

Mr. Bujan said that our revised bylaws have been approved by our Authorizer and a majority of the faculty, so we are ready to vote on them.

(Mrs. Cossairt left.)

#### **iii. Finance and Budget Report**

##### **1. Revised Nova Salary Scale**

The Salary Scale has been revised to include a PhD Track.

##### **2. State Funding**

Mr. Fraser pointed out again that it is very important to get parents to attend the Parent Education Night about school finance on April 13<sup>th</sup>.

#### **iv. Accountability Report**

##### **1. 1<sup>st</sup> Reading of the Curriculum Policy (#TBD)**

#### **v. Curriculum Report**

### **c. NPTO Report**

### **d. Strategic Plan Update**

#### **1. Governance Update**

Mr. Bujan reviewed the progress with the Governance strategic plan.

#### **2. High School Update**

Mr. Bloomfield reviewed the progress with the High School strategic plan. He and Mrs. Morton have been doing a lot of research into various high school policies and procedures. Mr. Fraser asked them to pull together a report and recommendation to present to the BoD to discuss.

### **e. Board Chair Report**

Mrs. Swanson-Choi summarized a few items in the board chair report.



## **VIII. Board Updates/Action Items**

### **a. Accept the Revised 2010 Bylaws**

Ms. Lund, "WHEREAS, the draft bylaws attached to the Board Packet as the "Nova Amended & Restated Bylaws 2010 - Final Draft for 3-22-2010 Board Approval" has been approved by Nova's Authorizer, Friends of Education, and also by a majority vote of the Nova licensed teachers; it is hereby RESOLVED, that the bylaws attached to the Board Packet as the "Nova Amended & Restated Bylaws 2010 - Final Draft for 3-22-2010 Board Approval" be and hereby are approved as the current Amended and Restated Bylaws for Nova Classical Academy; and RESOLVED FURTHER, that the effective date for all amendments specifically affecting the existence and responsibilities of the Accountability and Governance Committees shall be effective July 1, 2010; and RESOLVED FURTHER, that all other provisions of the Amended and Restated Bylaws for Nova Classical Academy shall be effective immediately upon approval by the Board." Mr. Bujan seconded. There was discussion. The motion passed unanimously. (Mrs. Cossairt left after the vote at 7:05.) Mr. Bujan will send a copy of the approved revised bylaws to Mr. Bloomfield to post online.

### **b. Accept the Nova Salary Scale**

Mr. Fraser, "Be it resolved that the Board accept the recommendation from the Finance and Budget committee to accept the 2010-11 Nova Salary Scale." Mr. Foat seconded. There was discussion. The motion passed unanimously.

### **c. Offer Letter to the Executive Director**

Mr. Fraser, "Be it resolved that the board chair extend an offer to Mr. Bloomfield to continue to serve as Executive Director for the 2010-11 school year at \$85,000 per annum." Mrs. Hornseth seconded. The motion passed unanimously.

## **IX. Public Comment**

There was no public comment.

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

Regular Board meeting, April 19, 6:30 PM, is at the LOWER SCHOOL in Quinn Hall. Agenda items potentially include approving the faculty handbook and the 2010/11 calendar.

## **XI. Adjournment**

Ms. Lund moved to adjourn. Mr. Foat seconded. The motion passed unanimously. The meeting adjourned at 7:50 PM.

Minutes submitted by Becky Lund.