

Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
August 20, 2007

Directors Present: Lisa Knudson, Rick Stempkovski, Jim Day, Mike Ricci, Damon Fraser, Courtney Holman, Dianne Krizan.

Advisors Present: John Greving, Head of School; Ken Silver in for Kate Tetmeyer, NPTO Liaison.

Others in Attendance: Nancy Schultz, Business Manager; some parents, one teacher.

Recording Secretary: Vicky Carey

I. Call to Order

The meeting was called to order at 6:42 p.m.

II. Announcements/Introductions

Lisa introduced the newest board member, Dianne Krizan.

III. Public Comment

There was no public comment.

IV. Approval of Agenda

Add committee restructuring and Nova board meeting calendar. Take Lease Amendment out of Action Items.

A copy of every contract needs to go into the board packet so that the board has time to read the contract(s) before the meeting.

Jim Day moved to approve the agenda as amended.

Damon Fraser seconded the motion.

The motion passed unanimously.

V. Consent Agenda

Jim Day moved to approve the June 18, 2007 minutes.

Mike Ricci seconded the motion.

The motion passed unanimously.

Rick Stempkovski moved to approve the technology contract under recommendation from the technology committee.

Courtney Holman seconded the motion.

The motion passed unanimously.

VI. Treasurer's Report

Nancy Schutlz gave an update on the Walton Grant and the audit.

The audit is still on for next week.

Ken Silver discussed the PTO draft budget 2007-2008.

There will not be a silent auction this year.

VII. Head of School Report

John Greving gave an update about the new faculty hires.

Enrollment

The current enrollment and waiting lists were discussed. We're 10 shy of our goal of 373 students. Should we get an email out to parents regarding filling seats for grades 6 & 7?

This could also be put on the website.

Mr. Greving talked about some reasons for students not returning.

Facility

An update on the facility report was given.

IMS agreed to move furniture into the modular.

There will be a facility update in September as to where we are.

Faculty Training

We started today with the Classical Education Institute, which went very well.

The theme this year is, "Let us inherit the tradition."

John Greving encouraged board members to attend some of the presentations.

Dean Status

Nova does not have a dean to start the school year. There have been three applicants so far. The position has been posted nationwide through one firm.

How can we get someone to focus on this fulltime?

VIII. Strategic Plan Priorities for 2007-2008

Board Chair Report

The Board of Directors met on July 24 for three hours, and on August 7 for one and a half hours to finalize priorities for next year.

Facility

Damon Fraser talked about the facility goal.

What is it going to cost us to move? What are our facility needs?

How do we find it?

There was discussion.

Financial

Dianne Krizan discussed the financial strategic plan.

Nova's objective is long-term financial stability

We want to be able to establish a priority-based budget every year.

Use the term "priority-based" and not "needs-based."

On page 4 of "Nova Progress Toward Strategic Goals – July 25, 2007,"

under *Action Steps*, replace steps 4 and 5 with "Build capacity for fundraising."

On page 5, under *Action Steps*, take out step 5. On page 6, under *Action Steps*,

Step 1, change “needs-based” to “priority-based.” Add step 2, “Develop a case for the high school.”

There was discussion

Governance

Lisa Knudson discussed the governance strategic plan.

We need to develop a volunteer base that can take on additional responsibilities.

Classical Education

Lisa Knudson said that the biggest focus is on faculty training. John Greving put together a great classical institute. The key is to ensure the implementation of the classical model.

On page 10 of the “Nova Progress Toward Strategic Goals – July 25, 2007,”

under *Action Steps*, step 1, insert the words, “and frequency” after the word “evaluation.”

In step 3, insert “including frequency” after the word “process.”

On page 12, under *Action Steps*, second section, step 1, change sentence to

“Produce materials to educate parents.”

There was discussion

High School

John Greving discussed the high school goal. We need to bring finance, facility & classical education together. There should be quarterly meetings so that we know we are progressing forward.

Add action step – all should be tied to some kind of timeline. We have to establish a timeline prior to the beginning of 9th grade.

Rick Stempkovski moved to approve the “Nova Progress Toward Strategic Goals – July 25, 2007” as amended on August 20, 2007.

Damon Fraser seconded the motion.

The motion passed unanimously.

IX. Action Items

Damon Fraser moved to accept the recommendation of the Governance Committee to accept Rebecca Lund onto the Board.

Dianne Krizan seconded the motion.

The motion passed unanimously.

Damon Fraser moved to accept the Governance Committee’s recommendation to accept Patrick Mathews onto the Board.

Dianne Krizan seconded the motion.

The motion passed unanimously.

Courtney Holman requested that the Board disband the Communication Committee and make it more of a communication liaison position.

Rick Stempkovski moved that the Communication Committee be disbanded and Courtney Holman assume the position of communication liaison.

Damon Fraser seconded the motion.

There was discussion.
The motion passed unanimously.

Mike Ricci moved to adopt the board meeting calendar.
Dianne Krizan seconded the motion.
The motion passed unanimously.

X. Curriculum

Guiding principles document
Maps
Pedagogy
(see content & resources page)
Take curriculum maps home to read.

XI. Committee Chairs and Membership

The Committee Membership and Goals should be available within the next few days. We need to identify membership in each of the committees.
Should committees report every other meeting? Reports should include strategic plan goals.

Committees should be taking minutes and filing them.

XII. Board Governance

Review of Board Meeting

A de-briefing should be done after the meeting to see how the meeting went.

Executive Session

Courtney Holman expressed her concern about the Board asking the teachers to leave before beginning any executive session. Not only is this usually unnecessary, but the teachers may also be able to add valuable insight to the session.

XIII. Public Comment

There was no public comment

XIV. Executive Session

There was no executive session.

XV. Adjournment

Rick Stempkovski moved to adjourn the meeting at 10:00 p.m.

Respectfully submitted by Vicky Carey, Recording Secretary.