

**Nova Classical Academy
Board of Directors
Meeting Minutes
April 12, 2005
Regular Meeting**

Directors Present: Lisa Knudson, Simon Fung, Margaret Ryther, Maria Marchand, Tom Blindt, Jim Day, Ted Olsen

Directors Absent: Jennifer Strautman, Evon Spangler

Advisors Present: Bob Kreischer, School Director; Louise Wilson, Sponsor Liason; Jane Marie Phillips, PTO President

Others in Attendance: Bob Hobyan, Stephen Bosacker, Brian Mak, Pat Bodenstab, Gina Zelinka, Courtney Holman, Chad Long, and many parents

Recording Secretary: Jeanie Anderson

Call to Order

The meeting was called to order at 6:39 p.m.

Announcements

It was noted that the severance agreement with Dr. Nunneley was finalized on March 18, 2005.

Approval of Agenda

Chris Porter of the Governance Committee, needed to give her report early in the meeting, as she needed to leave.

Joe Michalak, Curriculum Committee, also needed to give his report early on in the meeting.

Public Comment was added after New Business.

Governance (Nominating) Committee Report

Director Search Update

Chris Porter met with the staff, board and parents to gather information about what qualities are desired in the next school director. A school director profile was distributed to appropriate places to generate leads. Potential leads were contacted. An anticipated timeline was distributed (attached).

Curriculum Committee Report

Joe Michalak spoke about the "Classical and Character Education at Nova Classical Academy: The Broad Outline as a Guide for the Curriculum" document (attached) which he drafted. Joe explained that the purpose of the document is to define the elements and distinctives of a classical education; heretofore we haven't had agreement as to what comprised a classical education. This document should be considered a framework for the curriculum review document that has yet to be developed. Input/feedback regarding the document has been solicited from the Nova community. A final draft of this document will go before the Curriculum Committee on April 28th. If they approve it, it will go before the board two times.

Approval of Minutes

****Tom Blindt** moved to approve the March 8, 2005 meeting minutes with changes as discussed.

Jim Day seconded the motion.

The motion passed unanimously.

Treasurer's Report

Bob Hobyan reviewed the March treasurer's report (attached). The fund balance was \$277,474. We are 12,822 under our budgeted net income.

Simon Fung publicly acknowledged Bob Hobyan's work, and reported that Bob will continue to work with us to phase in the new Business manager.

School Director's Report

(Report attached)

Federal Grant Update

Bob Kreischer distributed a Federal Grant Summary (attached). Bob met with Cindy Murphy of the Minnesota Department of Education to go over our Federal Grant. The Year 3 Grant (Implementation Year Two) needs to be spent or encumbered by July 31, 2005.

Spanish Language Program Update

Bob and the teachers discussed the best way to fit Spanish into the Nova schedule; they offered a recommendation.

**Jim Day moved to approve development of a K-2 Spanish language program during school day, with the development of a 3-8 fee-based after school program contingent on finding appropriate staffing for the 2005-2006 school year.

Margaret Ryther seconded the motion.

The motion passed unanimously.

Transportation Update

Bob is still waiting for proposals from a couple of busing companies. However, it appears the cost of contracting with a private bus company to service Nova routes could be prohibitive (around \$250,000 per school year).

Curriculum Specialist Position

We have received applications from 18 candidates. Interviews will occur April 26 and 28.

Teacher Evaluations

Bob will be doing two formal observations of faculty. One was already done, one will be done this month, and one was already done by Dr. Nunneley. Bob will come back with staff evaluation and staff development plan. Contracts will be offered the second week in May.

Action Items

Uniform Committee

**Margaret Ryther moved that an ad hoc committee be established for overseeing and making recommendations on uniform policy for Nova, and in current circumstances, that Patty Mathews lead it.

Tom Blindt seconded the motion.

The motion passed unanimously.

PTO Resolution

****Margaret Ryther** moved to approve the Resolution Establishing a Parent Teacher Organization (wording attached).
Jim Day seconded the motion.
The motion passed unanimously.

Project Manager Contract

****Jim Day** moved to approve the Nova Classical Academy School Expansion Project (attached) as set forth by Stephen Bosacker with the minimum/maximum expectation of 400 hours at \$52.00 hourly rate.
Tom Blindt seconded the motion.
The motion passed unanimously.

Communications Proposal

****Jim Day** moved to authorized **Bob Kreischer** to solve communications problem using up to \$2,500 using **Cindy Bielke's** (of CAB Communications) or **Designs for Learning's** services.
Tom Blindt seconded the motion.
The motion passed unanimously.

K-8 Curriculum Document

****Tom Blindt** moved that the Curriculum Committee review the K-8 benchmark document and then make recommendation for approval to the Board in June 2005.
Maria Marchand seconded the motion.
The motion passed unanimously.
(Twelve copies of the document will be available for the Board and Curriculum Committee.)

Architect

****Maria Marchand** moved to approve the agreement with **Ankeny Kell Architects** with a cap of \$15,000 for architectural fees and a \$5,500 cap for mechanical and electrical fees.
Tom Blindt seconded the motion.
The motion passed unanimously.

Kindergarten Fees

Bob Kreischer will check into this matter and make a recommendation at the May Board meeting.

Sponsor Report

None

PTO Report

None

Committee Updates**Board Election Update**

Report/Timeline attached.

Facility

Five year lease with **Lumen Christi** is in the final stages; document is with attorneys for review. A more definitive report will be given next month.

Search Committee

****Maria Marchand** moved to increase the Search Committee budget to \$16,359.16, plus or minus 10%.

Tom Blindt seconded the motion.

The motion passed unanimously.

Policy Committee

The Policy Advisory Committee did not meet in April because of a lack of quorum.

Brian Mak requested the board give feedback on the proposed communication policy.

Board Training

Jennifer Pierson looked into the Classical Model Training for staff/parents/board. She has done initial research of Padeia, Inc. (Ronald Grosch) and the Ridgeview Classical Academy (Colorado). She will do more in-depth research and prepare proposal. Any staff training that is proposed will go through Bob Kreischer.

New Business

****Maria Marchand** moved to approve the creation of a High School Advisory Committee.

Tom Blindt seconded the motion.

The motion passed unanimously.

Public Comment

Paul Sterzinger, Brian Mak and Diane Cossairt made comments. No questions were submitted.

Adjournment

****Tom Blindt** moved to adjourn the meeting at 9:52 p.m.

Maria Marchand seconded the motion.

The motion passed unanimously.

Respectfully submitted by Jeanie Anderson, recording secretary.