

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
July 30, 2012**

**Directors Present: Jason Belter, John Bujan, Jeff Ellerd, Damon Fraser, Karen Groppel, Dianne Krizan, Roxane Lehmann, Becky Lund, Suzannah Toso**

**Directors Absent: Andrea Johnson**

**Advisors Present: Brian Bloomfield, Miranda Morton, Kristin Kelley, Nancy Baumann, Mrs. Sheahan (NPTO Representative)**

**Others in Attendance: Nova parents and community members**

**I. Call to Order**

The meeting was called to order at 6:31 PM. Damon Fraser led the meeting.

**II. Approval of Agenda**

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

**III. Recognition**

Mr. Fraser publicly recognized the volunteer work done by Tom Blindt, beginning with the founding of the Facilities Committee even before the school opened through the building of our new school, including years of service on the Board of Directors.

**IV. Public Comment**

There was no public comment.

**V. Consent Agenda**

- A. Regular Meeting Minutes from June 18, 2012
- B. Accept Gift Donations

Mr. Belter moved to approve the consent agenda. Mrs. Krizan seconded. The motion passed unanimously.

**VI. Treasurer/ Finance Update**

Mr. Ellerd highlighted a few areas, including the budgeted surplus in the General Fund and that we have paid off our line of credit.

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

**a. Administration Report**

Mr. Bloomfield highlighted Nova's invitation to the Empire Mock Trial Tournament. He also stated that preparation for the fall is already going strong and, as of today, we are officially at the Victoria site. He reviewed that Nova won

the Finance Award. Finally, Mr. Bloomfield said that he will be sending the preliminary testing report (MCA Reading and Math) to the BoD tomorrow.

**b. Board Chair Report**

Mr. Fraser spoke about the board calendar and asked for suggestions. A calendar for the year will be presented in August.

Ms. Lehman arrived at 6:43.

Mr. Fraser also spoke about creating an Academic Excellence Committee as an ad hoc board committee, beginning by basing it on suggestions made by John Tarvin during the December 3, 2011 board training. There was discussion.

Finally, Mr. Fraser spoke about the reason for the closed session that will occur later in the meeting; due to a personnel complaint made to our authorizer, Mr. Fraser hired an outside person to review the complaint. A report was written and our attorney, Laura Tubbs Booth, wrote an executive summary which was included in the board packet. A board member requested to see the entire report, which, with redacted names, will be shared during the closed session. Mr. Fraser reminded the board that the review of the report should be looked at in the light of Mr. Bloomfield is the board's only employee. There was discussion.

**c. Board Committees**

**i. Curriculum Report**

Mrs. Groppe reviewed the report about the work of the Curriculum Committee last year. The main focus was the review of the 6<sup>th</sup> – 8<sup>th</sup> Science curriculum, though other areas were also reviewed.

**ii. Development Report**

**iii. Finance and Budget Report**

**iv. Governance Report**

Mr. Bujan spoke about the policies before the BoD.

Policy Readings:

3<sup>rd</sup> Reading/ potential approval of revised 100 and 200 level policies.

Mr. Bujan reviewed a few other pieces of the Governance Report.

There was a discussion about the vacant parent board seat.

**d. NPTO Report**

Mrs. Sheahan spoke about the excitement about the new school. The Board recognized the amazing work done by the Nova community to build our playground.

**VIII. Board Updates/Action Items**

**a. Recognition of Tom Blindt**

Mr. Fraser, "Be it resolved that the Board of Directors of Nova Classical Academy recognizes with gratitude and salutes the many accomplishments of Tom Blindt to Nova's success, and wishes Tom and his family the best in the future." Mr. Ellerd seconded. The motion passed unanimously.

**b. Adoption of Revised 100 and 200 Level Policies**

Mr. Bujan, “Resolved, that the following policies, having had a first reading on May 21, 2012 and a second reading on June 18, 2012, are hereby adopted with an effective date of July 30, 2012; and

Resolved, further, that the administration shall forthwith post the foregoing policies in the policy section of the Nova website: Nova board policies 101 – 3 and 201 - 7.” Ms. Lund seconded. The motion passed unanimously.

**c. Governance Committee Tasks**

Mr. Bujan, “In response to the recommendations set forth in the June 11, 2012 report on Nova Governance infrastructure, it is hereby

Resolved, that the Governance Committee shall review and recommend improvements to school grievance procedures and report back to the board no later than the October 2012 board meeting; and

Resolved further, that the Governance Committee shall review and recommend improvements to the 2012 Nova Board election process and report back to the board no later than the October 2012 board meeting; and

Resolved further, that the Governance Committee shall review and recommend improvements to the 2010 Nova Bylaws, with interim updates throughout the 2012-13 school term as needed, and provide a final report to the Board no later than the April 2013 board meeting; and

Resolved further, that the Governance Committee shall review and make recommendations of the topic of Nova school board self-evaluation processes and procedures and report back to the Board no later than the September 2012 board meeting.” Mrs. Toso seconded. There was discussion. The motion passed unanimously.

**d. Charge to the Governance Committee**

Mr. Fraser, “Resolved, the Governance Committee is charged with finding and recommending to the Board a highly qualified parent candidate for the current board vacancy. The ideal candidate should have strong goal-setting and analytical skills to assist the board with creating academic and operational metrics in furtherance of Nova’s educational mission.” Mrs. Groppel seconded. There was discussion. The motion passed unanimously.

**IX. Board Chair Comment**

Mr. Fraser had no further comments.

**X. Public Comment**

There was no public comment.

**XI. Closed Session**

The board meeting was closed to read the full report regarding the allegations of retaliation in Nova’s hiring process. When the meeting was reopened, the following summary was given:

Board members have read the full report regarding the allegations of retaliation in Nova’s hiring process. No action was taken.

**XII. Next Meeting Date/Agenda Items**

The next regular Board of Directors meeting is August 27, 2012 beginning at 6:30 at the Victoria Park Campus.

**XIII. Adjournment**

Ms. Lund moved to adjourn. Mr. Belter seconded. The motion passed unanimously.  
The meeting adjourned at 8:00 PM.

Minutes submitted by Becky Lund.