

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
April 21, 2008**

**Directors Present:** Lisa Knudson, Courtney Holman, Becky Lund, Dianne Krizan, Pat Mathews, Simon Fung, Rick Stempkovski, Jim Day, Damon Fraser.

**Advisors Present:** John Greving, Head of School; Ken Silver, NPTO Liaison

**Others in Attendance:** Nancy Schultz, Business Manager; Denise Peterson, Friends of Ascension; some parents.

**Recording Secretary:** Vicky Carey

**I. Call to Order**

The meeting was called to order at 6:11 p.m.

**II. Approval of Agenda**

Move Development action item (silent auction) to Committee Reports.

Becky Lund moved to approve the agenda.

Dianne Krizan seconded the motion.

The motion passed unanimously.

**III. Public Comment**

There was no public comment.

**IV. Consent Agenda**

Add to Treasurer's Report under Designation of Depositories: signature should be changed to the new treasurer.

Dianne Krizan moved to approve the February 25, 2008 minutes with the amendment on the treasurer's signature.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

Lisa Knudson commented that when we reference Nova School of Logic, we need to be consistent (and not call it middle school).

Dianne Krizan moved to approve the Consent Agenda.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

**V. Board Chair Report**

Lisa Knudson reviewed the Strategic Plan Update.

Between HighMark and Stuart Simek, do we have all of our bases covered?

A priority-based budget is a budget based on strategic priorities that will drive us to an operating fund balance of 10-15%.

A needs-based budget is driven by the need to raise funds.

We will have a five-year anniversary celebration of Nova's opening (September 3, 2003).

Jan Beebe is helping to coordinate this event. An August 27, 2008 date is set.

## **VI. Treasurer's Report**

Jim Day discussed the Financial Statement dated March 31, 2008. It looks like we are on budget and doing pretty well.

Mr. Greving talked about having to bring the fire road up to code - \$1200 to put down gravel (short term solution). This is an example of one of those situations that can affect our budget.

The Preliminary Budget (draft) for 2008-2009 as of April 7, 2008 is conservative in enrollment projections. Jim talked about health plans with three options. The cost of the building lease is the biggest item in the budget, aside from personnel. If enrollment comes in better than what is projected, what would we use the money for? Any expected increase is not going to be huge.

There was discussion.

## **VII. Head of School Report**

### High School Progress Report April 2008

We have a framework to develop a high school curriculum. "Nova has in place what is necessary to guide the development and implementation of the curriculum."

The next step is the decision regarding which enrollment growth scenario will work best for Nova. HighMark needs to know when we need the facility.

Mr. Greving reviewed *Exhibit E – NCA High School Begins 2009 New Facility* chart.

In the first year we would begin to ramp up enrollment by adding a third section to kindergarten, first, second and third grade. This is a growth scenario that is a departure from what we had in the past. This is the best-case scenario to get into a building more quickly.

Once the board decides on the enrollment growth scenario, HighMark starts to crunch the numbers right away and take it to their board first.

The startup budget for the high school (Preliminary Budget 2008-2009 as of April 7, 2008) displays hiring for exactly what we need.

### Recommendations for high school enrollment growth

Mr. Greving talked about the Enrollment Management Plan for the 2008-2009 School Year. We are systemizing the processes and managing enrollment much better than we've managed it before. We will do the best we can to manage enrollment so that we don't have a meltdown in School of Logic enrollment.

### Systemizing processes

We need to identify for the board those activities that need to be systemized going into year six.

### Consultant reports

The consultant reports were discussed.

### Planning for 2008-09 school year

The special education services with Northeast Metro 916 will be discontinued on June 30, 2008.

The discussion regarding the aim of the high school curriculum will be tabled for next month.

## **VIII. Committee Reports**

### Personnel

#### *Recommendation on Health Benefit Plan*

Simon Fung discussed recommendations on the health benefit plan.

There is no way that we can continue to offer the present health benefits.

We need to consider two options-- between keeping the current option along with going with a health savings account, and examine various scenarios that will not end up increasing our cost. Once we make a decision, we will have a representative from T.C. Fields come to Nova to explain what this is all about to the staff. We need to look at the cost to the school, cost to employees, the benefit to employees, and trends in schools. The goal for review of the health benefit plan is to get the best coverage at the best cost and to be competitive in the marketplace to other schools. We're trying to find a win/win situation based on the dollars we have; to get the best value for our money.

We are trying to find committee members for the personnel committee.

### Q-Comp

We initiated the process for implementing Q-Comp. We haven't voted on it yet. There was generally a fairly positive response from the teachers so far. The original intent of Q-Comp is to improve student performance and look at ways in which student performance could be improved. It is based on assessments and instructional strategies to improve student performance. The measurement is by standardized testing. We would be obligated to more state reporting. Joe Nathan is in favor as long as it is about collegiality and not competitiveness. We have talked to four charter schools and all four are positive about the experience.

### Development

Dianne Krizan discussed the Development Committee report.

Our results this year from the annual appeal is that having a silent auction is beneficial. It is definitely a positive thing for the revenue of the school.

The preference of the development committee is that the annual appeal happen in the fall, and the silent auction happen in the spring. However, we have a chair for the silent auction in the fall, so we want to move the annual appeal up earlier – to the end of September. We would like to try to do both the annual appeal and the silent auction in the fall. We would start the annual appeal in late September, wrap it up by Thanksgiving, and then have a November date for the silent auction. There would be a little overlap.

The development committee endorsed this proposal and would like the board to approve these events for 2008.

Becky Lund moved to approve the NPTO Draft Proposal for Silent Auction as presented.

Damon Fraser seconded the motion.

There was discussion.

The motion passed unanimously.

### Governance

Pat Mathews reported on the elections so far.

**IX. Policy Development**

*Policy regarding extra-curricular activities*

*Policy regarding extra-curricular athletic activities*

The main goal for the board is to decide what is the philosophical approach and what is the budget?

Development and approval needs to show how these activities are advised and coached.

We need to look at academic requirements, fees (scholarship-based and free and reduced lunch program), teacher compensation. The policies need clarifying. We will review this one more time.

*Finance & Budget Policy*

The Budget and Finance Policies were reviewed by our attorney. Board members should review this policy for next month and come up with any questions you might have.

**X. Public Comment**

There was public comment.

**The meeting was closed to the public to discuss personnel matters.**

**XI. Executive Session**

The teacher Board members were asked to leave the meeting for the discussion of personnel matters. The following Board members were present during the Executive Session: Lisa Knudson, Dianne Krizan, Pat Mathews, Simon Fung, Damon Fraser, and John Greving, Head of School

Mr. Greving reviewed the following topics in Executive Session: 1) need to review long-term leave of absence policy; 2) need to review short term disability policy; 3) report on evaluation of faculty; and 4) general comments regarding direction from the Board of Directors.

Mr. Greving then left the meeting.

The Board of Directors thoroughly discussed Mr. Greving's evaluation. At the end of the discussion, the Board concluded that, although Mr. Greving is well-liked and brings many strengths and talents, the Board does not believe he brings the type of leadership the Board believes is needed to accomplish Nova's long term goals.

**The meeting was opened to the public.**

Diane Krizan moved to offer Mr. Greving two employment options upon the completion of his current employment agreement at the end of June: (1) leave at the end of current employment agreement, or (2) continue through the end of the calendar year at a 20% salary reduction.

Pat Mathews seconded the motion.

The motion passed unanimously.

**XII. Adjournment**

The meeting was adjourned at 10:45 p.m.

Respectfully submitted by Vicky Carey, recording secretary.