

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
February 23, 2015, 2015**

Directors Present: Jason Belter, Ann Brodeur, Jeff Ellerd, Dan Greenfield, Claudia Gumbiner Hungs, Tonya Johnson-Nicholie, Roxane Lehmann, Laura Westrum

Directors Absent: Annie Lewine, Paul Mason, Nan Waisanen

Advisors Present: Bruce Watkins, Mari Bergerson, Linda LaFrombois, Susan Hooge (NPTO representative), Ben Garcia (student)

Others in Attendance: Nova parents, staff, and students

I. Call to Order

The meeting was called to order at 6:30 PM. Dan Greenfield led the meeting.

II. Working Meeting:

a. New Board Committees

There was discussion about the purview of the HR committee. Mr. Greenfield will provide Mr. Mason with feedback before he presents a motion at the next meeting. The development committee is hoping to create a unified voice with specific messages/asks to specific groups. At this time, the curriculum committee will remain an admin committee.

b. Upper School Topics

Mr. Watkins and Ms. Bergerson gave an update on various topics involving the upper school. There was discussion about which topics need to be brought to the Board for approval. The course registration guide for secondary students was shared.

c. Lateral Entries at High School

Ms. LaFrombois proposed changes to current enrollment policies. Discussion will continue in March.

III. Business Meeting: Approval of Agenda

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

IV. Public Comment

There was no public comment.

V. Consent Agenda

A. Regular Meeting Minutes from January 20, 2015

B. Accept Gift Donations

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

VI. Treasurer/ Finance Update

Under budget on enrollment negatively affects budget. First forecast conservatively projects \$19,000 surplus at year end which would get fund balance up to 18%. Ms. Bauman's computer was down so there was no preview budget in February.

VII. Reports received by the Board.

a. Administration Report

Mr. Watkins provided further information on enrollment, waiting lists, and withdrawals. The Lower School Director position is open until March 6. The same process will be used to fill this open position.

b. Board Chair Report

Mr. Watkins will check on whether an executive director review is mandated by law. The recommendation was made to review the strategic plan in June or July at a board offsite once Mr. Williams is working at Nova.

c. Board Committees

i. Academic Excellence Report

SoR and SoL parent homework in surveys are nearly complete. The student survey is prepared. Students in grades 4-12 will be surveyed. The focus for Academic Excellence Committee is shifting to the second task of determining a second metric.

ii. Governance Report

There was a 3rd reading of the new Electronic Fund Transfer Policy (#704)
There was a 2nd reading of revised Fundraising Policy (#703)

There was discussion about how the Fundraising Policy will function if the Development Committee returns to a Board level committee.

d. Ad Hoc Committees

i. School Climate Committee

The committee discussed compliance with Safe and Supportive Schools Act. The committee is looking at how to implement anti-bullying education within current virtue education or curriculum in addition to having students sign an anti-bullying pact at the beginning of the year.

e. NPTO Report

All-school roller skating party is coming up on March 1st. NPTO expects over 200 people to attend. NPTO is supporting SoR with a donation for buses for a service project.

f. Victoria Park Update

Ms. Johnson-Nicholie gave an update on the development plans and encouraged board members to write a letter in support of the funding.

VIII. Board Updates/Action Items

a. Approval of Electronic Fund Transfer Policy

Ms. Westrum “Resolved, that the Board approve the Electronic Fund Transfer, number 704, effective immediately.” Mr. Ellerd seconded. The motion passed unanimously.

IX. Next Meeting Date/Agenda Items

The next regular Board meeting will be on Monday, March 16, 2015 beginning at 6:30 PM.

X. Adjournment

Mr. Ellerd moved to adjourn. Mr. Belter seconded. The motion passed unanimously. The meeting adjourned at 8:59 PM.

Minutes submitted by Laura Westrum.