

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
September 30, 2013**

Directors Present: Jason Belter, John Bujan, Jeff Ellerd, Damon Fraser, Dan Greenfield, Karen Groppel, Andrea Johnson, Dianne Krizan, Roxane Lehmann, Becky Lund

Directors Absent:

Advisors Present: Brian Bloomfield, Nancy Baumann, Jane Lagerquist (NPTO Representative), Miranda Morton

Others in Attendance: Nova parents and faculty

I. Call to Order

The meeting was called to order at 6:32 PM. Dianne Krizan led the meeting. She also recognized the efforts of Jeff Ellerd in purchasing the additional land adjacent to Nova. Thank you!

II. Approval of Agenda

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

III. Public Comment

There was public comment.

IV. Consent Agenda

- A. Regular Meeting Minutes from August 26, 2013
- B. Accept Gift Donations
- C. Add Dianne Krizan to the Academic Excellence Committee

Mr. Ellerd moved to approve the consent agenda with the addition of adding Dianne Krizan to the Academic Excellence Committee. Ms. Johnson seconded. The motion passed unanimously.

V. Strategic Discussion: Parent Involvement

The Board discussed the six areas of parent involvement based on the research done by Joyce Epstein, looking at what is currently being done and on which areas we wish to continue to focus. The Board will continue to discuss the 5th area, decision making, as there is more to be fleshed out.

VI. Treasurer/ Finance Update

Mr. Ellerd gave a couple of quick highlights: our end-of-year audit for SY2013 showed that we had \$29,000 correction regarding Special Education, which reduced the amount of money in our fund balance, reducing it to 19.5%. The budgeted FY14 fund balance is 15.3% after purchasing the adjacent land, so our goal of reaching an 18% fund balance at

the end of this year may be out of reach unless we are aggressive about putting money in the bank. To raise it 1% would take roughly \$80,000. However, we are still projecting to not need to use our line of credit this year.

Mr. Ellerd also spoke about the budgeting process discussed by the Finance and Budget Committee, the costs relating to the development of the field. There was discussion regarding the cost of sending the Empire Debate Team to the Empire Tournament, as well as other costs that may be offset by donations.

VII. Reports received by the Board.

a. Administration Report

Dr. Bloomfield spoke about the action items in his report. The Board discussed the kindergarten situation for next year.

Dr. Bloomfield presented the option to over-enroll (more than 27) reading classes in the grades 1 – 5. There was discussion. The Board declined to make a motion to do so.

Mr. Belter spoke about the motion to open 11th grade up to two more spots.

b. Board Chair Report

Mrs. Krizan spoke about the motion to create a policy around extended absences. She also spoke about Board goals for the year. There was discussion. Mrs. Krizan spoke about the continued development of the Board dashboard. She asked Dr. Bloomfield to take on consolidating the academic excellence data. There was further discussion about the dashboard. Finally, Mrs. Krizan spoke about the annual Board calendar.

c. Board Committees

i. Academic Excellence Report

ii. Finance and Budget Report

(Given during the Treasure's Report.)

iii. Governance Report

There was a 1st reading of the following policies: 210 (new, but tentatively replacing policy 207, our current conflict of interest policy), and 405 (new).

There was a 2nd reading of the following policies: 102 (revised), 104 (new), 208 (new), 209 (new), 211 (new), 401 (new), 402 (new), 421 (new), 423 (new), 424 (new), 510 (new), 530 (new).

The Governance Committee will work in conjunction with the Board Chair to develop and provide Board training as laid out in the Governance Report.

d. Ad Hoc Committees

i. Social/ Emotional Committee

ii. ED Review Committee

e. NPTO Report

Mrs. Lagerquist gave a brief update.

VIII. Board Updates/Action Items

a. Kindergarten Program for 2013—14

Mrs. Goppel, "Resolved, that the Board instructs the Executive Director to implement the following Kindergarten program starting in 2014–15: Continue to

offer the option of half - day and full - day programs, but not charge for the full-day.” Ms. Lund seconded. There was discussion. Mr. Bujan, Mr. Ellerd, Mr. Fraser, Mr. Greenfield, Mrs. Groppe, Ms. Johnson, Mrs. Krizan, Ms. Lehmann, and Ms. Lund voted for. Mr. Belter voted against. The motion passed.

b. Motion to Offer New Spots for 2013-14

Mr. Belter, “Resolved, that the Board instructs the Executive Director to open two membership spots in the eleventh grade immediately through Friday, October 11, 2013.” Mr. Ellerd seconded. There was discussion. Mr. Belter and Mr. Bujan voted for. Mr. Ellerd, Mr. Fraser, Mr. Greenfield, Mrs. Groppe, Ms. Johnson, Mrs. Krizan, Ms. Lehmann, and Ms. Lund voted against. The motion failed.

c. Policy Regarding Extended Family Absence

Mrs. Krizan, “Resolved, that the Board charge the Governance Committee to analyze the implications of allowing families extended absences and report recommendations no later than the regular January 2014 Board meeting.”

Mrs. Groppe seconded. There was discussion. The motion passed unanimously.

d. Appoint Ms. Lewine to the Vacant Board Seat

Ms. Lund, “Resolved, that Ms. Annie Lewine be appointed to fill the vacant teacher chair on Nova’s Board of Directors. This appointment will begin on October 1, 2013 and last through June 30, 2014.” Mr. Belter seconded. The motion passed unanimously.

IX. Public Comment

There was public comment.

X. Board Chair Comment

There were no comments at this time.

XI. Next Meeting Date/Agenda Items

The next regular Board of Directors meeting is October 28, 2013, beginning at 6:30 PM. Our auditor will be presenting and we’ll be looking at the budget for SY2014.

XII. Adjournment

Mr. Fraser moved to adjourn. Mr. Belter seconded. The motion passed unanimously. The meeting adjourned at 9:22 PM.

Minutes submitted by Becky Lund.