

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
February 22, 2010**

Directors Present: Jason Belter, John Bujan, Tom Corrigan, Brandon Foat, Damon Fraser, Simon Fung, Kirsten Hornseth, Dianne Krizan, Becky Lund, Wendy Swanson-Choi

Directors Absent: Diane Cossairt

Advisors Present: Brian Bloomfield, Miranda Morton, Nancy Baumann, Kate Tetmeyer (PTO representative)

Others in Attendance: Nova parents

I. Call to Order

The meeting was called to order at 6:31 PM. Dianne Krizan led the meeting.

II. Approval of Agenda

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

III. Board Chair Comments

Mrs. Krizan said that she will watch the time and we may have to postpone the strategic plan to a later date.

Two students presented essays to the board as a sample of 9th grade rhetoric. Well done!

IV. Public Comment

There was no public comment.

V. Consent Agenda

- A. Meeting minutes for January 11, 2010
- B. Accept revised committee membership
- C. Accept agreement between NPTO and NCA
- D. Accept gift donations

Mr. Fraser moved to approve the consent agenda. Mr. Foat seconded. The motion passed unanimously.

VI. Treasurer/ Finance Update

Mr. Fraser pointed out that our cash flow situation and overall financial position have improved slightly. There is still no more information about un-allotment and when we may see any of that money. If things continue as they have been, our fund balance should be at 14.2% at the end of the year.

VII. Reports received by the Board

a. Administration Report

Mr. Bloomfield highlighted some enrollment numbers – we are up to 460 applications for next year. Also, Friends of Education has waived our authorizer fees as long as we use the money to continue to further our educational goals. We will put it towards purchasing a mobile computer lab.

b. Board Committees

i. Development Report

About a third of families have participated in fund raising this year and we're close to \$80,000. The Development Committee also made phone calls yesterday and had a positive response.

ii. Governance Report

1. Nova Bylaws

Mr. Bujan gave an update about the election process. He then explained where the bylaw process is. Mr. Bujan highlighted the changes requested by the authorizer. Assuming faculty approval, the board should vote on the amended bylaws at our March meeting.

iii. Finance and Budget Report

1. 3rd Reading of Expenditure Policy (#701)

Mr. Fraser, "Resolved that the board approve the Expenditure Policy." Mrs. Hornseth seconded. The motion passed unanimously. Mr. Frasier, "Motion to reconsider the motion and add that it is effective immediately." Mr. Corrigan seconded. The motion passed unanimously.

2. Preliminary 2010/11 Budget

Mr. Fraser presented the preliminary 2010/11 budget. There was discussion.

iv. Accountability Report

1. 3rd reading of Class Size Policy (#305)

Mr. Belter, "Resolved that the board approve the revised Class Size Policy, effective immediately." Mr. Corrigan seconded. The motion passed unanimously.

2. Removal of Policies

3. Recognition of Nova Policies

c. Curriculum Report

d. NPTO Report

e. Strategic Plan Update

Mr. Belter gave an update on the Curriculum Committee's status on meeting the goals under the Classical Education portion of the strategic plan.

Mr. Fraser gave an update on the Financial portion of the strategic plan. There was a discussion about how to arrange our financial priorities, especially given the unknowns of our funding.

Mr. Bujan suggested waiting to give an update on the Governance portion until next month since certain aspects of the amended bylaws (if approved) will affect

the goals of this portion (in particular, the dissolution of the Accountability Committee).

VIII. Board Updates/Action Items

a. Circulate and Review Proposed 2010 Bylaws

Mr. Fraser, “Resolved, that the Governance Committee circulate the Amended & Restated Nova Bylaws (2010) draft submitted with the February 22, 2010 board packet, reflecting the changes requested by Friends of Education, to Nova's licensed teachers for approval prior to the March 22, 2010 board meeting.” Mr. Belter seconded. There was discussion. The motion passed unanimously.

b. Amendment to Lease with LCCC

Mr. Fraser , “Resolved, that Nova Classical Academy execute the amendment to the lease agreement commencing July 1, 2010, with Lumen Christi for the 1668 Montreal Avenue Main Building site in St. Paul pending final comments from attorney, and authorize the Board Chair or Executive Director to sign the lease.” Mr. Corrigan seconded. There was discussion, including discussion about the St. Bernard’s site. The motion passed unanimously.

c. Employment Agreements for the 2010/11 SY

Mr. Fraser, “Resolved, that the Executive Director is authorized to offer employment agreements per the Administration’s February Board Meeting recommendations.” Mrs. Hornseth seconded. The motion passed unanimously.

d. Remove Certain Policies

Ms. Lund , “Resolved, that the Leave Policy for Instructional Personnel, Disposal of Obsolete Equipment Policy and the Teaching of Human Sexuality Policy and be removed and be vacated in their entirety as board policies, effective immediately.” Mrs. Hornseth seconded. There was discussion. The motion passed unanimously.

e. Recognize Only Certain Policies

Ms. Lund, “Resolved, that the Board of Directors only recognizes the following policies, 101, 102, 103, 201, 202, 203, 204, 205, 206, 207, 301, 302, 303, 304, 305, 501, 502, 503, 605, 701, 702, 703, 9101, 9214, 9401, 9402, 9404, 9406, 9407, 9410, 9413, 9414, 9417, 9418, 9419, 9420, 9501, 9502, 9503, 9506, 9512, 9514, 9515, 9516, 9520, 9521, 9522, 9524, 9526, 9529, 9531, 9532, 9533, 9709, 9806, and 9903 as of February 22, 2010.” Mr. Belter seconded. There was discussion. The motion passed unanimously.

f. Overspend Technology Line

Mr. Belter, “Resolved, that the Executive Director is authorized to overspend the Technology equipment budget line in order to purchase a mobile computer lab and accessories necessary to its functioning within the school.” Mr. Corrigan seconded. The motion passed unanimously.

IX. Public Comment

There was no public comment.

X. Next Meeting Date/Agenda Items

Regular Board meeting, March 22nd, 6:30 PM, is at the LOWER SCHOOL in Quinn Hall. Agenda items potentially include the approval of the 2010 revised bylaws and continued discussion of the strategic plan (especially with Governance and High School).

XI. Executive Director Review CLOSED SESSION

The Board reviewed Mr. Bloomfield. Mr. Fung left at 9:25.

The meeting was reopened at 10:16.

Summary of the session: Mr. Bloomfield is on track or has met and in most cases exceeded the 2009/10 goals approved for him by the board. In particular, he has met the critical goals of financial management and alignment with Classical Education.

XII. Adjournment

Ms. Lund moved to adjourn. Mrs. Hornseth seconded. The motion passed unanimously. The meeting adjourned at 10:17 PM.

Minutes submitted by Becky Lund.