

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
September 18, 2006**

Directors Present: Lisa Knudson, Simon Fung, Rick Stempkovski, Jennifer Pierson, Chad Long, Tom Blindt, Mike Ricci.

Directors Absent: Megan Daoust, Jim Day.

Advisors Present: John Greving, Head of School; Jane Marie Phillips, NPTO Liaison.

Others in Attendance: Nancy Schultz, Business Manager; Jennifer Burkholder; teachers; several parents.

Recording Secretary: Vicky Carey

I. **Call to Order**

The meeting was called to order at 6:42 p.m.

II. **Announcements/Introductions**

Lisa Knudson thanked everyone for their hard work in getting ready for school this year.

a. Board Parliamentarian

Mike Ricci will be Board Parliamentarian.

Joe Michalak resigned from the Board of Directors.

b. Public Comment Guidelines

Chad Long read the Guidelines for Public Comment

III. **Approval of Agenda**

Added to the Agenda:

Approval of membership application of Minnesota Charter Schools (Consent Agenda); Reminders and Petition (Board Chair Report).

Excluded in the agenda are: Committee compositions – Accountability and Finance, Policy Development and Head of School.

Finance and Budget Policy, Student Policies, and Accountability will be set aside for next month's agenda.

Tom Blindt moved to approve the agenda.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

IV. **Consent Agenda**

Jennifer Pierson moved to approve the Consent Agenda.

Tom Blindt seconded the motion.

The motion passed unanimously.

V. **Treasurer's Report**

a. Action Items

Resolution by Board for the Official Depositories

Motion by Tom Blindt, seconded by Rick Stempkovski, that Park Midway Bank, and TCF Bank, are designated as official depositories of charter school funds, subject to their furnishing collateral security and otherwise complying with the provisions of M.S. 118A.03; and:

- a) The Board treasurer or chief financial officer are authorized to accept and release collateral as required;
- b) The officers of the Board, the Head of School, and the chief financial officer and designee(s), whichever are necessary, are authorized to sign checks, signature cards, and other forms and documents required from time to time by the depositories;
- c) The depositories are authorized to accept facsimiles of the signatures of the officers of the Board upon checks drawn on charter school funds in accordance with M.S. 47.41; and
- d) This resolution shall be valid until superseded.

The motion passed unanimously.

Resolution by Board for Authorization to make electronic fund transfers

Motion by Rick Stempkovski, seconded by Tom Blindt, that the Head of School, John Greving, or designee, Nancy Schultz, Business Manager, be authorized to enter into agreements to make electronic fund transfers (wire transfers) as permitted by M.S. 471.38 and submit a list of such transfers at the next regular School Board meeting after the transfers take place, as presented.

The motion passed unanimously.

VI. **Board Chair Report**

a. Reminders

Lisa Knudson reviewed the Reminder for Board Members.

Board members should submit their items a week in advance.

There was discussion that documentation (supporting material and work of the committee) should be gathered and kept so that others can have access to it.

b. Officer Positions

Lisa Knudson stated that we need to be clear on what the responsibilities and duties are as part of our accountability.

c. Petition

A small number of parents are not in agreement with the Uniform Policy adopted in June 2006. Lisa Knudson stated that unless there is some illegality,

the Board cannot revisit prior actions of the Board.

Tom Blindt suggested that at the end of the year the Uniform Policy should be reviewed.

VII. Head of School Report

a. Classical Training for Faculty

The faculty was very receptive to Chuck Evans and would like to have him back.

Chuck Evans will be at Nova in October and will speak on what it means to implement the classical model, and pedagogy and instructional strategy.

b. Faculty In-service

John Greving gave an overview of the Faculty and Staff In-service held August 28 to September 1, 2006. Chuck Evans was here for three days and discussed differentiation and gifted and talented students.

c. Busing

There are four charter schools in the busing collaborative in order to provide better service at less expense. The schools cover a vast geographic area, with families widely dispersed, involving numerous stops. Nova is on the third tier.

It was mentioned that the bus drivers should be sure to adhere to all safety procedures.

d. Behavior Policy

Expectations and consequences for student behavior are driven by virtues.

e. Enrollment

There was discussion about enrollment and the difficulty to bring in someone in seventh grade.

VIII. Classical Discussion (Principles Document Sections III and IV)

Committee Goals:

- Whether committee met
- When it met
- Who drafted the goals?
- Secretary

a. Standing:

Finance

The Finance Committee presented their top three goals for the year.

We need to take a look at Goal 2 – create a viable budget model for expansion of the school – now.

Curriculum

Number three (of the top three goals) should be 9-12 mapping instead of K-12. The 9-12 mapping would be a model/outline of classes to be taught.

Development

Lisa Knudson said that we need a development policy first to govern the work.

Rick Stempkovski stated that if we want the \$150,000 from the Walton Family Foundation, we have to implement their system.

Jennifer Pierson moved to execute the necessary paperwork to meet all requirements as stated in the August 21, 2006 letter.

Tom Blindt seconded the motion.

The motion passed unanimously.

Governance

The committee needs to focus on filling the vice-chair seat first. The recommendation for vice-chair will be next month.

Jennifer Pierson moved to charge the Governance Committee to review the officers and duties portion of the bylaws to ensure that they are consistent with the bylaws.

Tom Blindt seconded the motion.

The motion passed unanimously.

English Grammar

Jennifer Pierson received the recommendation for the Pilot Grammar Program that Ina Loobeek put together after extensive research. The Curriculum Committee approved Ina's recommendation.

Tom Blindt moved to approve the Pilot Grammar Program.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

b. Ad hoc:

Facilities

One goal is to focus on a fifteen-year lease with a five-year renewal.

Communications

Jennifer Pierson stated that there is a significant need for additional members on the committee.

High School

It was suggested that Nova delay the start of ninth grade and go with the recommendations that the task force set up.

There was discussion about whether or not a deadline be set, and how to

communicate this decision to the families.

Tom Blindt moved to accept the High School Advisory Task Force Report and to not have ninth grade in the 2007-2008 school year. The Board will evaluate progress and come back to the committee in May of 2007.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

c. PTO

Jennifer Burkholder will be the NPTO vice-president and board liaison.

We need to increase parent and staff participation in the PTO.

We should make sure that the goal amount stated in Goal #2 is aligned with Development's numbers.

Jennifer Pierson moved that we approve the PTO fundraising as stated in the NPTO report to the board.

Tom Blindt seconded the motion.

The motion passed unanimously.

IX. Public Comment

There was public comment.

X. Adjournment

Tom Blindt moved to adjourn the meeting at 10:46 p.m.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

Respectfully submitted by Vicky Carey, recording secretary.