

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
September 24, 2012**

**Directors Present: Jason Belter, John Bujan, Jeff Ellerd, Damon Fraser, Karen Groppe, Andrea Johnson, Thomas Kipp, Roxane Lehmann, Dianne Krizan, Becky Lund, Suzannah Toso**

**Directors Absent:**

**Advisors Present: Brian Bloomfield, Miranda Morton, Nancy Baumann, Julie Sheahan (NPTO Representative)**

**Others in Attendance: Nova parents and community members**

**I. Call to Order**

The meeting was called to order at 6:34 PM. Damon Fraser led the meeting.

**II. Approval of Agenda**

Ms. Lund moved to approve the agenda with the addition of adding parents to the Curriculum Committee under the consent agenda and the correction of the meeting minutes of August 27<sup>th</sup> instead of the 24<sup>th</sup>. Mr. Belter seconded. The motion passed unanimously.

**III. Board Chair Comments**

Mr. Fraser welcomed the public and promised the meeting would be quick, leading into Mr. Bloomfield's State of the School Address. Mr. Fraser also reviewed the composition of the Board and spoke about the job of the Board.

**IV. Public Comment**

There was no public comment.

**V. Consent Agenda**

- A. Regular Meeting Minutes from August 27, 2012
- B. Add parent Bill Oelrich to the Development Committee
- C. Add parent Paul Mason to the Governance Committee
- D. Add parents Lynda True, Tom Lynn, David Foote, and Risa Stalboerger to the Curriculum Committee
- E. Accept Gift Donations

Mr. Ellerd moved to approve the consent agenda. Mrs. Groppe seconded. The motion passed unanimously.

**VI. Treasurer/ Finance Update**

Mr. Fraser reminded everyone that we will go over the audit and the revised budget for the year in October.

## **VII. Reports received by the Board.**

### **a. Administration Report**

Mr. Bloomfield highlighted one element; Nova has finally received all of the testing results from 2011-12. We had several gains in scores with a few losses. Mr. Bloomfield spoke about some specific results and measures used by the State of Minnesota.

Mr. Bloomfield also spoke about exit interviews.

### **b. Board Chair Report**

### **c. Board Committees**

#### **i. Curriculum Report**

Mrs. Groppe spoke about the Statistics Map. She also spoke about the continuing discussion about adding a two day unit on “Your Changing Body” in 5<sup>th</sup> grade Science. There was discussion.

#### **ii. Development Report**

Ms. Johnson spoke about the ribbon cutting on October 13<sup>th</sup>. Mr. Bloomfield added a few comments about some of the pieces of that event. Ms. Johnson also spoke about Give to the Max Day on November 15<sup>th</sup>.

#### **iii. Finance and Budget Report**

#### **iv. Governance Report**

Mr. Bujan presented the revised Crisis Management Policy. He also welcomed Paul Mason to the committee and spoke about upcoming topics at the October Governance Committee meeting.

### **d. Ad Hoc Committees**

#### **i. Executive Director Review**

Mrs. Krizan spoke about the Executive Director goals and the process for the evaluation.

### **e. NPTO Report**

Mrs. Sheahan spoke about the Great Gathering.

## **VIII. Board Updates/Action Items**

### **a. Approve Executive Director Goals**

Mrs. Krizan, “Resolved, that the Board approves the Executive Director’s goals for the 2012-13 school year as presented in the September 2012 regular meeting board packet.” Mr. Fraser seconded. There was discussion. The motion passed unanimously.

### **b. Approve the Revised Crisis Policy**

Mr. Bujan, “Resolved, that the amended Nova Mandatory Policy 9-806 (Crisis Management Policy) is adopted effective September 24, 2012, under the special one-meeting adoption policy set forth in NCA Policy 103.IV. (Development, Adoption, and Implementation of Policies), for the following reasons: (1) an amended recommended policy on this topic was recently published by the MN School Boards Association to comply with current Minnesota law; (2) the new Victoria Park facility for the school requires an updated policy on this topic; and (3) having an updated policy on this topic is critical to the safety of our students, faculty, staff and visitors;

Resolved further, that the administration shall promptly publish the amended policy in the School Policies portion of the NCA website; and

Resolved further, that the administration shall forthwith assemble and make available specific NCA versions of any necessary individual crisis management plans, diagrams and supporting documentation to faculty, staff and public safety officials, as appropriate; and

Resolved further, that the administration shall include in its October board report assurance of compliance with this resolution.” Ms. Lund seconded. The motion passed unanimously.

**c. Approve the Statistics Map**

Mrs. Groppe, “Resolved, that the Board approve the Statistics Content and Resource Map for the School of Rhetoric.” Mr. Belter seconded. The motion passed unanimously.

**IX. State of the School Address**

Mr. Bloomfield delivered his State of the School Address.

**X. Board Chair Comment**

Mr. Fraser recognized the work done by Mrs. Morton and Mr. Bloomfield and thanked them. He also spoke about ways people can get involved in Nova.

**XI. Next Meeting Date/Agenda Items**

The next regular Board of Directors meeting is October 29, 2012 beginning at 6:30. Finances will be a major portion of the meeting.

**XII. Adjournment**

Mr. Ellerd moved to adjourn. Mr. Belter seconded. The motion passed unanimously. The meeting adjourned at 7:30 PM.

Minutes submitted by Becky Lund.