

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
May 21, 2012**

Directors Present: Jason Belter, John Bujan, Tom Corrigan, Damon Fraser, Karen Groppe, Dianne Krizan, Andrea Johnson, Roxane Lehmann, Becky Lund, Teresa Taggart

Directors Absent: Brandon Foat

Advisors Present: Brian Bloomfield, Miranda Morton, Mrs. Ellerd (PTO Representative)

Others in Attendance: Nova staff and parents

I. Call to Order

The meeting was called to order at 6:31 PM. Damon Fraser led the meeting.

II. Approval of Agenda

Mrs. Groppe moved to approve the agenda. Mrs. Taggart seconded. The motion passed unanimously.

III. Board Chair Comments

Mr. Fraser spoke about the Science Symposium and complimented the 9th and 10th graders. He also spoke about the wonderful job Nova students did with their musical, *The Wizard of Oz* that was presented over the weekend.

IV. Public Comment

There was no public comment.

V. Consent Agenda

- A. Regular Meeting Minutes from April 23, 2012
- B. Accept Gift Donations

Mrs. Krizan moved to approve the consent agenda. Mr. Belter seconded. The motion passed unanimously.

VI. Treasurer/ Finance Update

Mr. Corrigan highlighted a few areas, including the cash flow. We are still expecting to go into our line of credit, but not reach the limit. There are several things that could cause us to use more of the line of credit, but if we get a few expected payments such as the \$150,000 for environmental work at the new campus, we will be in good shape. There was discussion. Mrs. Taggart asked about a \$20,000 overage in Administrative Benefits. Mr. Bloomfield will look into it and send an answer to the Board. There was discussion about the 8th grade trip costs.

VII. Reports received by the Board

a. Administration Report

Mr. Bloomfield highlighted a few items. He spoke about enrollment and openings in the School of Rhetoric. He also spoke about the transition to the MMR model. He will do more research and speak to the Board at the August meeting when the 2012 data is released. There was discussion.

Mr. Bloomfield also presented the employment agreement between Nova and Mrs. Morton. There was discussion.

Mr. Bloomfield spoke about complaints made about Nova to our Authorizer. He will give further updates as he gets more information. There was discussion.

Finally, Mr. Bloomfield spoke about Maternity/ Paternity leave. The Board asked Mr. Bloomfield and possibly the Finance and Budget Committee to look further into this area.

b. Board Chair Report

Mr. Fraser asked people to look at the Board calendar including responding to Mrs. Krizan about setting goals for the next year. Mr. Fraser also spoke about officers for next year; we will vote on in at the June meeting.

Finally, Mr. Fraser disclosed that he will be doing some work with Parnassus Prep over the summer and will be paid a slight fee for that work.

c. Board Committees

i. Curriculum Report

ii. Development Report

Ms. Johnson spoke about some issues about the purposes of the Development Committee. She also shared a draft of some of the Nova fundraisers so that people are aware of when they are and who is sponsoring them (Development or NPTO). She also spoke about redoing the Fundraising Policy. There was discussion.

Finally, Ms. Johnson reminded everyone about the upcoming Give \$25,000 on the 25th!

iii. Finance and Budget Report

iv. Governance Report

Mr. Bujan presented the results of the election.

Policy Readings:

3rd Reading/ potential approval of Policy 9-709 and Policy 9-806

Mr. Bujan also spoke about work on the big-picture of Nova governance and a report will be made to the Board in June. Please direct comments to Mr. Bujan.

2nd Reading of policy 614

1st Reading of revised 100 and 200 level policies.

Finally, Mr. Bujan spoke about a suggested timetable for new Nova Board member orientation. There was discussion. There was also discussion about background checks for Nova Board members.

d. NPTO Report

Mrs. Ellerd highlighted the draft budget for 2012-13. She also spoke about the Carnival; it earned approximately \$3000, off-setting the approximate \$5500 cost. The NPTO is also thinking about ways to expand the Carnival next year, possibly making it an event the outside community can also join.

VIII. Board Updates/Action Items

a. Approve Additional High School Spots

Mr. Fraser, "Resolved that the Board shall open up two spots each in the 2012-13 Sophomore and Junior classes." Mr. Corrigan seconded. There was discussion. Mr. Fraser withdrew his motion.

b. Approve Employment Agreement

Mrs. Krizan, "Resolved, the Board of Directors approves the proposed employment agreement with Mrs. Morton." Mr. Belter seconded. There was discussion. Mr. Belter, Mr. Bujan, Mr. Corrigan, Mr. Fraser, Mrs. Groppe, Mrs. Krizan, Ms. Johnson, Dr. Lehmann, Ms. Lund voted for. Mrs. Taggart voted against. The motion passed.

c. Accept the 2012-13 Budget Preview

Mr. Corrigan, "Resolved, that the Board accepts the 2012-13 Preview budget per the recommendation from the Finance & Budget committee, per section III.B of policy #702." Ms. Lund seconded. There was discussion. The motion passed unanimously.

d. Adoption of Policies 9-709 and 9-806

Mr. Bujan, "Resolved, that the following policies, having had a 1st reading on February 27, 2012, and a 2nd reading on April 23, 2012, are hereby adopted with an effective date of May 21, 2012; and

Resolved, further, that the Administration shall forthwith post the foregoing policies in the policy section of the Nova website." Mr. Corrigan seconded. The motion passed unanimously.

e. Accept Board Election Results

Mr. Fraser, "Resolved, the Board accepts the election results as presented at the May 21 regular board meeting: Mr. Ellerd and Ms. Johnson were each elected to parent seats for 3-year terms, beginning on July 1, 2012; Mr. Bujan was elected to a community member seat for a 3-year term; Dr. Lehmann was elected to a community member seat for a 2-year term; Mrs. Toso was elected to a faculty member seat for a 3-year seat." Mrs. Krizan seconded. There was discussion. The motion passed unanimously.

IX. Board Chair Comment

Mr. Fraser had no comments at this time.

X. Public Comment

There was no public comment.

XI. Next Meeting Date/Agenda Items

The next regular Board of Directors meeting is June 18, 2012 beginning at 6:30 at the Upper Campus. Among other things, the Board will look at a meeting calendar for the next year.

XII. Adjournment

Mrs. Krizan moved to adjourn. Mr. Belter seconded. The motion passed unanimously. The meeting adjourned at 8:31 PM.

Minutes submitted by Becky Lund.