

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
February 25, 2008**

Directors Present: Rick Stempkowski, Courtney Holman, Becky Lund, Pat Mathews, Dianne Krizan, Damon Fraser, Simon Fung, Jim Day

Directors Absent: Lisa Knudson

Advisors Present: John Greving, Head of School

Others in Attendance: Nancy Schultz, Business Manager; one parent; one teacher.

Recording Secretary: Vicky Carey

I. Call to Order

The meeting was called to order at 6:08 p.m.

II. Approval of Agenda

Strike the Marketing and Communications committee reports from the agenda.

Add the Resizing K-2 Report to the Head of School Report.

All board members were in favor of the amended Agenda -- none opposed.

III. Public Comment

There was public comment.

IV. Consent Agenda

Move Designation of Depositors to the Treasurer's Report.

All board members were in favor of the amended Consent Agenda -- none opposed.

V. Treasurer's Report

Jim Day discussed the January 31, 2008 Financial Statement. We are operating at a 10% reserve.

Designation of Depositories

Motion by Jim Day, seconded by Becky Lund 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.) a.) The Board treasurer or chief financial officer are authorized to accept and release collateral as required;
- b.) b.) The officers of the Board, the Executive Director, 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.) 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- d.) d.) This resolution shall be valid until superseded.

The motion passed unanimously.

Authorization for Electronic Transfers

Motion by Jim Day, seconded by Becky Lund, that the Head of School or designee 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 Vice-Chair Report

Damon Fraser and Rick Stempkovski will share in taking some of the board meetings in Lisa Knudson's absence. Damon encouraged everyone to focus on the building of Nova and to get incrementally better. We should try to work together and keep things pushing forward. We have improved in our marketing efforts and the communications process.

VII. Head of School Report

Resizing K-2 Report

John Greving discussed the February 25, 2008 Resizing K-2 Report to the Board of Directors. At some point in time, when we have the space, the Board may want to take a look at the resizing issue again. Mr. Greving stated that right now we shouldn't play with the space issue, but encouraged the Board to consider adding to the class size once we are in a bigger space.

There was discussion.

Rick Stempkovski moved that the current enrollment in grades kindergarten, first and second stay as is (and not increase) for the 2008-2009 school year.

Jim Day seconded the motion.

Voting yes: Rick Stempkovski, Jim Day, Courtney Holman, Becky Lund, Simon Fung,
Damon Fraser, Dianne Krizan

Voting no: Pat Mathews

The motion passed.

It was suggested that we don't bring up this issue again until we get a new facility.

Classical Education Update

Faculty In-Service

The faculty read a chapter from *Norms and Nobility* titled "Virtue is the Fruit of Learning." It was very invigorating and exciting to be discussing this with the faculty.

Curriculum Map and Unit Plan Update

The curriculum maps have been reviewed. The goal is to get all K-8 maps, solidify language arts as it relates to reading, grammar and writing, and continue with faculty creating units plans. We would eventually like to see less creation and more implementation.

Finance Update

Mr. Greving talked about the current enrollment numbers and enrollment management.

Facility Update

We are preparing to put something out to our parents. We have professional people actively engaged in looking for sites. HighMark School Development is our site project manager. Stuart Simek is our one main contact in finding a site and is our tenant representative. Our first and foremost goal is to get some leverage with our current landlord, Lumen Christi.

Reports

Character Education Retreat

The recent Youth Frontiers retreat for grades six, seven and eight focused on courage. We had positive feedback from the parents. Not only did the students learn about courage as a virtue, but it was good to see our students have fun together. We have to actively put into place those kinds of activities that make the students want to stay here.

Consultant Updates

Ina Loobeek is working with curriculum.

Sarah Dumont Brown has been observing the lower grades and led a discussion on Hick's virtue chapter.

Mary Hess is working with marketing. There were about ten families at the February 23, 2008 admissions event. Those who attended were very serious about Nova.

Q Comp

The Intent form has been filed with the Department of Education for the Q Comp program in the state of Minnesota.

VIII. Committee Reports

Standing Committees

What are the major one or two items that we want to get done by the end of the year?

Finance

Jim Day discussed the Finance Committee report.

Development

Dianne Krizan said that we need to get the database into place, focus on continual improvement in the annual appeal, and get into place some the grant-writing pieces – primarily focusing on Singapore Math.

There are three NPTO proposals for the Board: Proposal for Mid-winter Adult Event, Scrip Proposal, and Proposal for Roller Skating Fundraiser. The Development Committee has endorsed all three of these proposals.

Dianne Krizan moved that we adopt the NPTO Proposal for Mid-winter Adult Event.

Jim Day seconded the motion.

The motion passed unanimously.

Jim Day moved that we adopt the NPTO Scrip Proposal.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

Jim Day moved that we adopt the NPTO Proposal for Roller Skating Fundraiser.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

Accountability

Becky Lund said that the Accountability Committee hopes to have success in the 2007-2008

goals turned in to the state, the assessing of all new students who will be starting next year, and to continue to work with Jan Beebe on family volunteers being put into our database so that we know what abilities and skills we have in our community. We would like to actually have 80% of our families do their volunteer time.

Governance

Pat Mathews said that they want to send a call for nominations next week. We would like to see at least two teachers. We have five weeks.

Facility

Damon Fraser said that the committee is hoping to have some alternatives and are setting up some expectations. We need to improve and begin better communication with the Nova News, The Villager, and Pioneer Press, to plug for finding something else.

Volunteer Report

The February 25, 2008 Volunteer Board Report by Jan Beebe was discussed.

It was suggested that the Board should talk about the high school in the next meeting.

IX. Public Comment

There was public comment.

The meeting was closed to the public.

X. Executive Session

Personnel issues were discussed.

The meeting was open to the public.

XI. Adjournment

The meeting was adjourned at 10:00 p.m.

Respectfully submitted by Vicky Carey, recording secretary.