

Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
June 18, 2007

Directors Present: Lisa Knudson, Simon Fung, Tom Blindt, Rick Stempkovski, Jim Day, Mike Ricci, Megan Daoust, Jennifer Pierson, Damon Fraser.

Advisors Present: John Greving, Head of School; Jennifer Burkholder, NPTO Liaison.

Others in Attendance: Nancy Schultz, Business Manager; Ina Loobeek, Curriculum Specialist; one parent.

Recording Secretary: Vicky Carey

I. Call to Order

The meeting was called to order at 6:40 p.m.

II. Announcements

There were no announcements.

III. Public Comment

There was public comment.

IV. Approval of Agenda

Take Technology Contract out of Consent Agenda and put under Head of School Report. Move PTO from Ad Hoc to Advisory under Committee Reports.

Tom Blindt moved to approve the agenda as corrected.

Damon Fraser seconded the motion.

The motion passes unanimously.

V. Consent Agenda

Tom Blindt moved to approve the consent agenda.

Megan Daoust seconded the motion.

The motion passed unanimously.

VI. Treasurer's Report

There was discussion about the preliminary 2007-2008 budget.

FY 07-08 Board Approved Budget

Fund 01:

Revenue: \$3,052,582

Expenditures: \$2,997,513

Fund Balance: \$282,945

Fund 02:

Revenue: \$85,755

Expenditures: \$84,562

Fund Balance: \$8,025

Fund 04:
Revenue: \$65,000
Expenditures: \$63,420
Fund Balance: \$4,148

Tom Blindt moved to approve the 2007-2008 budget as proposed.
Jennifer Pierson seconded the motion.
The motion passed unanimously.

VII. Head of School Report

Enrollment

John Greving reviewed the enrollment numbers for 2007-2008.

Hiring

Mr. Greving is still waiting to receive letters of agreement from two teachers. He has hired an additional 4th grade teacher, a new science teacher, and a part-time Latin teacher.

Awards Ceremony

There was discussion about the “Policy for Recognizing and Honoring Scholarship and Character Excellence at Nova Classical Academy.”
Grades K-3 are not in the policy. We should reconsider subject area expertise. The school should recognize excellence.
Letters from parents were looked at. The parents brought up some good points regarding awards for the lower grades.
Should academic excellence awards be for grades 6-8 (instead of grades 4-8)?
It was suggested that Nova have recognition awards monthly instead of all at once at the end of the year.
The board will come back in the fall and take a look at this issue again.

Chuck Evans

Chuck Evans’ Consulting Executive Summary was discussed.
John Greving said that it has been a good investment for us as a school.
The feedback from the teachers is good.

Operating Lease Agreement

Jamie Wellik recommended Innovative Modular Solutions. There was discussion about the IMS Operating Lease Agreement.

Tom Blindt moved to approve the Innovative Modular Solutions contract.
Megan Daoust seconded the motion.

There was discussion.

Tom Blindt moved to amend the original motion to state the fact that the board appointed sub committee (Damon Fraser and Rick Stempkovski) will review and subsequently approve the Innovative Modular Solutions lease.

Simon Fung seconded the motion.

The motion passed unanimously.

Technology Contract

We should appoint a sub group of the board to approve the Tech Shield contract for '07-'08.

Tom Blindt moved to appoint a person from the technology committee and a person from the finance committee to review and approve the technology contract.

Simon Fung seconded the motion.

The motion passed unanimously.

VIII. Action Items

Calendar

The 2006-2007 calendar was changed from 167 student contact days for 8th grade to 166 days. The eighth grade graduated on June 7 and did not have to return to school on June 8th with the rest of the students. Also, the kindergarten students had 165 contact days because they started classes on September 7 instead of September 5, 2006.

Megan Daoust moved to approve the 2006-2007 calendar with the changes.

Jennifer Pierson seconded the motion.

The motion passed unanimously.

Governance

The Governance Committee has recommended the Slate of Officers for the Nova Board of Directors for the 2007-08 School Year:

Chair – Elisa Knudson, Vice Chair – Damon Fraser, Secretary – Richard Stempkovski, Treasurer – James Day.

Tom Blindt moved to accept the Governance Committee's recommendation for the 2007-2008 school year.

Jennifer Pierson seconded the motion.

The motion passed unanimously.

The Policy Development Committee should be disbanded. It is a part of the Accountability Committee.

Jennifer Pierson moved that we disband the Policy Development Committee.

Tom Blindt seconded the motion.

The motion passed unanimously.

The Proposed Committee Chairs for 2007-2008 should have Policy Development removed from the list.

Jennifer Pierson moved that we approve the Proposed Committee Chairs for 2007-2008 as amended.

Tom Blindt seconded the motion.

The motion passed unanimously.

Development Policy

In Nova Classical Academy Policies and Procedures for Fundraising 2007, insert at the end of the first sentence (under Purpose, 1.1) the words, “and its’ stated mission.”

Tom Blindt moved to approve the Policy and Procedures for Fundraising 2007.

Megan Daoust seconded the motion.

The motion passed unanimously.

Communications Policy

Tom Blindt moved to approve the Nova Classical Academy Policy for Communications, second reading version.

Jennifer Pierson seconded the motion.

The motion passed unanimously.

IX. Committee Reports

Each committee chair took five minutes to discuss their report.

In Governance Committee Report, under Goal 2, progress or modifications made, The committee decided that rather than do a self-evaluation yearly, that a more comprehensive model of evaluation be considered.

The curriculum maps were discussed. A lot of work went into the maps. The remainder of the maps will come before the Board at its August meeting. Music, Art and Logic will be presented to the Board in October.

Jennifer Pierson moved to approve the Curriculum Maps for grades K, 2, 3, 4, and 5, Latin, Pre-Algebra, Algebra and Geometry with the understanding that they are subject to amendment in accordance with curriculum development policy and curriculum review policy.

Damon Fraser seconded the motion.

The motion passed unanimously.

X. Board Training

In Board Training Possibilities Summer/Fall 2007, line II should be changed to read: “Legal, *financial* and fiduciary obligations of individual board members and the board as a whole.”

Lisa and John will work on putting some board training together.

XI. Public Comment

There was public comment.

The meeting was closed to the public.

XII. Executive Session (meeting closed)

John Greving presented a report to the Board regarding the Progress Toward Goals. The report addressed each of the goals set forth by the Board in fall '06. The Board asked questions for clarifications.

The Executive Committee presented a written report of the Head of School. The Board had discussion.

The meeting was reopened.

A motion was made to accept: 1) the recommendation by the Executive Committee of the Head of School Evaluation for John Greving; and 2) recommended a 7% salary increase based on the fact that Mr. Greving did not receive a pay increase after his first year of his service to the school.

The motion passed unanimously.

XIII. Adjournment

Respectfully submitted by Vicky Carey, Recording Secretary.