

Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
April 16, 2007

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

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

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

**Recording Secretary:** Vicky Carey

**I. Call to Order**

The meeting was called to order at 6:36 p.m.

Damon Fraser headed the meeting in Lisa Knudson's place.

**II. Announcements/Introductions**

There needs to be a better system for getting the committee reports in on time.

An email reminder notice will be sent out one week before the report is due.

There was a comment about whether there should be a report every month.

**III. Approval of Agenda**

Add May 7 Board Meeting to Action Items.

Under Policy Development, remove "Policy for Development" and "Policy for Communications."

Add "Re-establishment of NPTO" (1<sup>st</sup> reading)

Tom Blindt moved to approve the agenda as amended.

Jennifer Pierson seconded the motion.

The motion passed unanimously.

**Public Comment**

Parents voiced their concerns about the special education needs of their children with regards to the special education services for 2007-2008.

**IV. Consent Agenda**

Separate regular minutes from committee reports.

Tom Blindt moved to approve the March 19, 2007 Board Meeting minutes.

Rick Stempkovski seconded the motion.

Abstaining: Megan Daoust

The motion passed.

Correction in Facilities report: Under Goal 2, "Solicit Response to proposal from LCCC" delete the words in parentheses ("final response not yet in writing") since this has been completed.

Tom Blindt moved to approve the committee reports as amended.  
Rick Stempkovski seconded the motion.  
The motion passed unanimously.

**V. Treasurer's Report**

The March financials and the proposed budget for '07-'08 were discussed.  
Have we made reasonable assumptions about revenue and expenditures?  
We need to make room in the budget to reflect the Board's priorities.

**VI. Head of School Report**

Recommendation for an additional 7<sup>th</sup> grade section

There was discussion about adding an additional seventh grade for the 2007-2008 school year. There was also discussion about adding other grades. It would be space-prohibitive to add another sixth grade – we may run out of space too soon. There are a number of action items that must be addressed before making a recommendation to the board to add an additional seventh grade. A special meeting of the Board of Directors will be scheduled for Monday, May 7 so that the Board can review the results of the action steps and make a decision on whether or not to add a second section of seventh grade for 2007-2008.

Special Education Services for 2007-2008

North East Metro 916 will no longer be providing special education services to its affiliate members, effective June 30, 2007. If Nova would like to retain special education services, we would either have to have a performance bond, or prepay for services. One option would be to contract a staff member to become our employee, which would reduce the overall expense of the 916 package and allow for the pre-payment option. The recommendation is to hire out our own special education person and then contract the remaining services with 916.

There was discussion regarding what the consequences would be next year for taking action this year. Is this an agreement for prepaying all services?

Faculty Development Training

Chuck Evans will be back on April 30, May 1 and 2, and will talk about specific instructional strategies.

John Greving talked about the enrollment numbers and his plan to begin interviewing for the fourth grade teaching position. There is also a science position open. MCA testing begins April 23-26 for grades 3 – 8. One of our students was the first place winner – in the middle school division – of an essay contest.

**VII. Action Items**

School Calendar for '07-'08

Given what you want to accomplish, how much time do you need?  
Whatever we do, we add a sense of quality. Five additional days of

instruction have been added to the 2007-2008 school year, bringing the total to 172 days of student instruction.

Rick Stempkovski moved to approved the Proposed 2007-08 School Year Calendar.

Tom Blindt seconded the motion.

The motion passed unanimously.

#### Approval for additional administrative position

Tom Blindt moved to approve the new Full Time Administrative position for the 2007-2008 school year.

Jennifer Pierson seconded the motion.

The motion passed unanimously.

#### May 7 Board Meeting

The purpose of the May 7 meeting is for discussing potential school growth and an expansion plan.

Jennifer Pierson moved that we schedule a special meeting for May 7 to discuss Nova's growth for the 2007-2008 school year and beyond.

Tom Blindt seconded the motion.

The motion passed unanimously.

#### Recommendation for addition of students K-2

Discussion has centered around: mission continuity, student opportunity, and financial benefit.

There is a space issue in the rooms. It's important to develop the skill of reading, and we would need to add additional help in the classrooms.

Should this be phased in, and if so, how should it be done?

We will discuss this in the May 7 meeting.

### **VIII. Policy Development**

Tom Blindt moved to approve the Disposal of Obsolete Equipment and Material Policy.

Courtney Holman seconded the motion.

The motion passed unanimously.

We need to have the Policy for Development and the Policy for Communications for a first reading by the May meeting.

The Policy for Honoring Scholarship and Individual Excellence was discussed. Should this be monthly or each trimester?

#### Re-establishment of NPTO

Correction in "Resolution of the Board of Directors of Nova Classical Academy –

Establishing a Parent Teacher Organization.” – Second paragraph, first line, insert “**or designee**” after “NPTO committee chair.”  
The mission statement needs to be attached.

**IX. Public Comment**

There was public comment.

**X. Executive Session**

Faculty Letters of Agreement

A background check for every employee will be conducted every three years.  
John Greving will extend Letters of Agreement on April 30<sup>th</sup>.

Simon Fung moved that the Head of School can go forward and offer Letters of Agreement to the Teaching Faculty 2007-2008 roster, knowing that the proposed '07-'08 budget covers the cost for salaries.

Tom Blindt seconded the motion.

Abstaining: Megan Daoust, Courtney Holman

The motion passed.

**XI. Public Comment**

The meeting was re-opened at 9:37 p.m.

There was no public comment.

**XII. Adjournment**

Tom Blindt moved to adjourn the meeting at 9:37 p.m.

Respectfully submitted by Vicky Carey, recording secretary.