

Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
March 19, 2007

Directors Present: Lisa Knudson, Simon Fung, Tom Blindt, Rick Stempkovski, Courtney Holman, Jennifer Pierson, Damon Fraser.

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

Others in Attendance: Nancy Schultz, Business Manager; Denise Peterson (Friends of Ascension); several parents.

Recording Secretary: Vicky Carey

I. Call to Order

The meeting was called to order at 6:42 p.m.

II. Announcements

After the board packets have been sent to the board members, a packet will be available to the public prior to the board meeting. This will be kept in a 3-ring binder in the office.

Should there be public comment at the beginning or the end of the meeting?
Reserve 7 ½ minutes before the meeting and 7 ½ minutes at the end of the meeting for public comment. Public comment should come after Approval of the Agenda and before the Consent Agenda.

III. Approval of Agenda

Jennifer Pierson moved to approve the agenda.

Tom Blindt seconded the motion.

The motion passed unanimously.

IV. Consent Agenda

Reports submitted by standing committees: Governance, Development, Finance.

Reports not submitted: Accountability, Curriculum, and School Operations.

Also submitted: Facilities, Communication, PTO, Policy, and Technology.

Development Committee Report: On the agenda as an action item for the April meeting include a new resolution and motion in connection with the bylaws that were adopted.

Insert on page three of the February 26 Board Minutes, in the last line after the word "letter" the words, "regarding the election process."

Tom Blindt moved to approve the Consent Agenda as corrected.

Jennifer Pierson seconded the motion.

The motion passed unanimously.

V. Treasurer's Report

There was discussion about the financial statement.

The upstairs lockers are made of combustible material and will need to be taken out of the hallway. We may need to purchase lockers upstairs and add additional lockers downstairs. The students' coats cannot be hanging in the hallway upstairs or on the hooks downstairs.

VI. Head of School Report

Facility Update for next year

The Facility and Site Proposal was discussed. On the committee are Tom Blindt, Lisa Knudson, Damon Fraser, and John Greving.

Two people were interviewed for project manager. Mr. Greving recommended that we go with Jamie Wellick of Walsh Partners. The cost would be \$2,500 for the first phase, and up to \$1,500 for the second phase.

The first phase is to determine the capacity of this current facility and what we can maximize here for this site, to be completed by April 10th.

The recommendation is to go ahead with the first phase – to seek agreement with Walsh Partners and engage them to begin work.

Jennifer Pierson moved to approve a consulting partnership with Walsh Partners to prepare phase one and two of the Facilities Site Proposal, the cost not to exceed \$7,500.

Courtney Holman seconded the motion.

The motion passed unanimously.

Enrollment Update

John Greving gave an enrollment update. Tom Blindt asked whether we should increase class sizes since we have a large number of applicants on the kindergarten and first grade waiting lists. There was a recommendation to consider increasing class sizes to 24 in grades kindergarten, first and second, and to add an educational assistant. This will be put on the agenda for next time.

Enrollment preference for teachers: We will wait to see what comes out of the hearing next week.

Should we have two seventh grade classes for next year?

Table the presentation report, which will include:

Facility; curriculum and academic preparation, student achievement, and how well the students can transition.

Nova presently receives special education services through 916. Next year 916

will no longer provide special education services to affiliate members.
One option would be to provide a provisional bond covering the projected costs.

Honors Program

School Operations will bring a report on an Honors Program, with the goal of an end of year award ceremony.

Third Trimester Work

The teachers are on a dual track at this time of year. They need to bring closure to the end of the school year as well as think about the next school year.

Head of School Goals

There was discussion considering the workload. Changes will be implemented for next year.

VII. Board Chair Report

The Business Plan was introduced. The Strategic Plan was discussed. It did not include timelines. Lisa asked for any recommendations.

The Strategic Plan needs a cover sheet and a Table of Contents.

Add to the first page under the title:

Date approved: March 19, 2007

Three-year Plan 2006-2009

Add the footer:

Approved by the Board of Directors, March 19, 2007

Under Priority #5 – change the second number 2 (under Action Steps) to a “3.”

Tom Blindt moved to approve the Strategic Plan with the technical insertions.

Jennifer Pierson seconded the motion.

There was discussion and public comment.

The motion passed unanimously.

VIII. Committee Reports

IX. Action Items

Jennifer Pierson moved to approve transfer of accounting for PTO to Nova’s Business Manager, Nancy Schultz, with the monies to be accounted for under Nova’s Tax ID number in accordance with the auditor’s recommendation.

Tom Blindt seconded the motion.

The motion passed unanimously.

X. Policy Development

Inclusive Ed Policy

The Inclusive Education Plan was discussed. This plan will replace the 2004 provisional version.

Corrections to the Inclusive Educational Plan:

Replace “learner outcomes” with the word “competencies” in the second, third, and last paragraphs.

Under “Step One: Initial Curriculum Development and Analysis,” fourth line, replace the word “under” with the word “within.”

Tom Blindt moved to approve the Inclusive Education Plan drafted 2007 as amended.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

Obsolete Equipment

The second round will be in April in the Treasurer’s Report.

XI. Public Comment

There was public comment.

XII. Executive Session

The Board went into an Executive Session.

The Board talked about:

- Referral for Expulsion
- Clarification of Letters to the Board
- Initial Draft of Teacher Agreements

XIII. Adjournment

Tom Blindt moved to adjourn the meeting at 9:56 p.m.

Respectfully submitted by Vicky Carey, recording secretary.

