

Draft 1

Nova Classical Academy
Board of Directors Meeting
July 18, 2005 6:30 p.m.
Regular Meeting

Directors Present: Lisa Knudson, Simon Fung, Chad Long, Maria Marchand, Tom Blindt, Rick Stempkovski, Megan Daoust, Joe Michalak, Ted Olsen

Directors Absent: Jim Day

Advisors Present: John Greving

Advisors Absent: Louise Wilson, Jane Maria Phillips

Others in attendance: Diane Cossairt, Patty Matthews, Brian Koch, Paul Purman, Sharla Scullen, Paul Sterzinger

Call to Order

The meeting was called to order at 6:30 p.m.

Announcements

*Joe Michalak suggested labeling board packet items so they tie to the agenda. He will submit an idea in writing.

*Board Training – Legal and Finance will be on August 8, 2005 from 6:30 p.m. to 9:30 p.m.

Approval of Agenda

Strategic Plan was added to New Business. Public Comment was added after New Business.

Approval of Minutes

** Tom Blindt moved that the minutes of the June 14, 2005 Board of Directors meeting be approved as amended (Jim Day to be listed as “Directors Absent”).

Simon Fung seconded the motion.

The motion passed unanimously.

** Tom Blindt moved that the minutes of the June 27, 2005 Special Board of Directors meeting be approved.

Rick Stempkovski seconded the motion.

Directors voting for: Knudson, Fung, Long, Marchand, Blindt, Stempkovski, Daoust, Michalak

Directors abstaining: Ted Olsen (not present for meeting)

Treasurer’s Report

** There is no update on the budget adopted by the board on 6/27/05.

** The Federal Grant included in the packet includes the most recent version (market “original”). The funds must be used by end of August, report is due September 30, 2005. John Greving is managing the grant.

Director’s Report

John Greving thanked the board for giving him the opportunity to serve as director of Nova Classical Academy.

- Day-today operations:
 - Staff to be hired includes full-time science, part-time art, part-time custodian, part-time Educational Assistant, part-time lunch supervisor, and part-time receptionist.
 - Faculty is to return on August 29, 2005 for staff development. John is scheduling one-on-one staff meetings prior to that date.
 - Class schedule will be completed in July.
 - Other staff hiring includes
- Board: the training on July 13th was helpful.
- Events: July 30, 2005 is the PTO picnic, new families will be welcomed in early August, John will meet with 7th and 8th grade families in August. September 6th is foremost!

Action Items

Audit

Judith Darling recommended MMKR to perform our audit due to their extensive charter school experience.

** Tom Blindt moved that we accept to ratify MMKR’s proposal to perform our fiscal year 2004-2005 audit.

Joe Michalak seconded the motion.

The motion passed unanimously.

*It was pointed out that no delivery date is noted on MMKR’s proposal. Lisa Knudson will clarify with them that the audit is due on October 1, 2005.

Accountability Plan

** Tom Blindt moved that we accept to the Bethel University Charter School Accountability plan (pages 1 and 2) as the Nova Accountability Plan in our report to Bethel University.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

Discussion included benefits of Bethel’s plan over the Minnesota Association of Charter Schools Plan (Bethel is the MACS plan plus), what will be our recommended academic and non-academic goals, parent survey, and task group member selection for the self-study.

** Tom Blindt moved that we approve the July 18, 2005 Accountability Voting Members as listed.

Simon Fung seconded the motion.

The motion passed unanimously.

Accountability Committee voting members are Maria Marchand, Lisa Knudson, John Greving, Greta Wenzel and Eileen Douglass. Louise Wilson is an advisory committee member.

PTO Training

** Rick Stempkovski moved that we table further discussions of PTO training until the August Board of Directors meeting.

Joe Michalak seconded the motion.

The motion passed unanimously.

Lease Amendment

The lease amendment is still being negotiated.

** Tom Blindt moved that table the lease amendment until the August Board of Directors meeting.

Rick Stempkovski seconded the motion.

The motion passed unanimously.

School Calendar

St. Paul Schools calendar is different than the Board-approved Nova Classical Academy calendar – NCA has no early release days and ends school earlier in June. To bus on non-school days will incur a cost of approximately \$3,000-4,000. Start time has not yet been confirmed by St. Paul Public Schools transportation department.

Board Calendar

See attached calendar with changes.

** Tom Blindt moved that we approve the Nova Classical Academy Board of Directors meeting schedule as amended.

Joe Michalak seconded the motion.

The motion passed unanimously.

The date for the Special Meeting of the Board of Directors has not been scheduled.

Business Manager Contract

** Rick Stempkovski moved to accept the Beltz, Kes, Darling & Associates proposal with the amendment that the Beltz representative, Judith Darling, attend three regularly scheduled board meetings in addition to the August 8, 2005 training.

Tom Blindt seconded the motion.

The motion passed unanimously.

Discussion – Rick Stempkovski asked if consulting fees are included in the monthly fee. It was clarified that only accounting and business services are included, consulting fees are extra. Lisa Knudson requested that we clarify in the contract that Judith Darling is our project manager/representative only. The Finance Committee was asked to look into the pros and cons of in-house versus outsourcing business management services for next year.

** Rick Stempkovski moved that we withdraw the previous motion and moved to accept the Beltz, Kes, Darling & Associates proposal with the amendment that the Beltz representative, Judith Darling, attend three regularly scheduled board meetings in addition to the August 8, 2005 training *and to reflect Judith Darling's role as primary responsible party for Nova Classical Academy services.*
Joe Michalak seconded the motion.
The motion passed unanimously.

Curriculum Committee

** Ted Olsen moved that the board approve the addition of three new voting members to the Curriculum Committee: Megan Daoust, Joe Michalak, Eileen Douglass and the removal of Margaret Ryther as a voting member.
Simon Fung seconded the motion.
The motion passed unanimously.

Formal Logic and Grammar programs will be implemented in the 2005-2006 school year with purchase of materials needed so the programs will be in place for the 2006-2007 school year.

The board has empowered John Greving to hire a short-term person for curriculum consulting.

The Curriculum Committee will review their charge and make a recommendation to the board of any revisions in the August meeting.

Development Committee

Rick Stempkovski provided an overview of the Walton Grant and suggested materials be made available to the community. The Development Committee is pursuing sources for more available grants.

New Business

The revised Strategic Plan will be presented at the August Board of Directors meeting. Please give any feedback from the board training session to Chris Porter.

Facilities Committee

According to Tom Blindt, reports that Steve Bosacker are that everything is on track for the build-out. Thanks, Steve!

** Tom Blindt moved that we adjourn at 9:10 p.m.
Megan Daoust seconded the motion.
The motion passed unanimously.

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