

**NOVA CLASSICAL ACADEMY**  
**MANUAL OF POLICIES APPROVED BY THE BOARD OF DIRECTORS**

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**POLICY NP 102:**  
**DEFINITIONS**

**I. PURPOSE**

The purpose of this Policy 102 is to promote understanding and consistency of meaning to assist the Nova Classical Academy community in reviewing, interpreting, amending and/or implementing the policies set forth in this manual of policies.

**II. GENERAL STATEMENT OF POLICY**

The Definitions set forth hereafter in this Policy 102 shall have the meanings attached to them for purposes of understanding, interpreting and implementing the policies in the Nova Classical Academy manual of policies.

**III. DEFINITIONS**

**"ARTICLES"** or **"ARTICLES OF INCORPORATION"** shall mean the most recent version of the organizing document of the school filed with the Minnesota Secretary of State on September 25, 2001.

**"AUTHORIZER"** shall mean Friends of Education, the school's charter school authorizer.

**"BYLAWS"** shall mean the Amended and Restated Bylaws of Nova Classical Academy, adopted April 29, 2014.

**"CHARTER SCHOOL ACT"** shall mean Minnesota Statutes 2017, section 124E as amended.

**"CHARTER SCHOOL CONTRACT"** shall mean the current written agreement between the school and its Authorizer, Friends of Education.

**"DUTY OF CARE"** shall mean the legal obligation of directors to discharge their duty with the care an ordinary person in a like position would exercise under the circumstances.

**"DUTY OF LOYALTY"** shall mean the legal obligation of directors to act in a good faith manner they reasonably believe to be in the best interests of the school.

**"DUTY OF OBEDIENCE"** shall mean the legal obligation of directors to be familiar with and comply with the laws that govern the operation of the school, including the school's governing documents, sponsor contract, manual of policies, and bylaws.

**"MINNESOTA NONPROFIT CORPORATION ACT"** shall mean Minnesota Statutes 2017, section 317A, as amended.

**"MISSION"** of the school shall mean: *In a supportive community and through a systematic, accelerated college-preparatory education in the classical tradition, Nova Classical Academy challenges its students to develop intellect, to attain the habits of learning and mastery, and to live a virtuous life of duty and ideals.*

**"NOVA PTO"** or **"NPTO"** shall mean Nova Classical Academy PTO, the parent-teacher organization supporting the mission of the school. Prior to November 24, 2008, the Nova PTO functioned as an ad hoc committee of the board of directors. On and after that date, the Nova PTO has been a separate nonprofit corporation, which has applied for and been granted tax exempt status under section 501(c)(3) of the Internal Revenue Code.

**"PRINCIPLES OF CLASSICAL EDUCATION"** shall mean the 10-page document produced by the school's curriculum committee and approved by the board of directors on June 14, 2005.

**"SCHOOL"** shall mean Nova Classical Academy.

#### **IV. UPDATES**

Definitions may be updated, removed, or changed from time to time to reflect changes in law or Regulation(s), Authorizer and/or Minnesota Dept. of Education directives, or to clarify school policy or governance, by the affirmative approval of at least 2/3 of a quorum at a regular or special meeting of the Nova Governance Committee. At the next regular board meeting of the school following any such change(s), the Governance Committee Report shall disclose the change(s) to the board, and the reason(s) such change(s) were made.

***ADOPTED BY THE BOARD: 05/18/2009***

***REVISED BY THE BOARD: 10/29/2018***

***EFFECTIVE DATE: 10/29/2018***