

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
November 24, 2014**

**Directors Present: Jason Belter, Ann Brodeur, Jeff Ellerd, Dan Greenfield, Tonya Johnson-Nicholie, Roxane Lehmann, Annie Lewine, Paul Mason, Nan Waisanen, Laura Westrum**

**Directors Absent: Claudia Gumbiner Hungs**

**Advisors Present: Bruce Watkins, Nancy Bauman, Mari Bergerson, Gina Zelinka, Susan Hooe (NPTO representative), Ben Garcia (student), Kim Reagan**

**Others in Attendance: Nova parents, staff, and students**

**I. Call to Order**

The meeting was called to order at 6:33 PM. Dan Greenfield led the meeting.

Annie Lewine arrived at 6:34.

Susan Hooe arrived at 6:45.

Nan Waisanen arrived at 6:53.

**II. Working Meeting:**

**a. Assessment Results**

Ms. Zelinka and Ms. Bergerson presented further information on MCA data with comparative data looking at Eagle Ridge, Edina Schools, and the State of MN. There was discussion about MMR (multiple measures ratings) and the lack of points received from growth portion and also gap between minority groups. Training and coaching teachers to use data was discussed. Given current resources, the administrative team will begin looking at a systematic way to address the data. Mr. Watkins reminded the Board of the focus on continuous improvement and of trying to maintain excellence and rigor. Ms. Lehmann encouraged the Board and administration to keep a dual focus on both curriculum and pedagogy.

**b. Academic Goals: Discussion of Terms**

Mr. Belter proposed that “Top 5%” is perhaps not the best goal because it has been difficult to define. There was discussion of how to balance student proficiency and also keep a focus on the classical model Nova has. The MMR was discussed as a way to track growth. The Academic Excellence Committee in conjunction with the administration will look at other metrics that could be used to measure student growth.

Ms. Waisanen relayed concerns from upper school families in regards to the level of rigor and the number of students struggling. There was discussion about

students choosing PSEO and what sort of incentive students could be given to continue choosing rigorous classes.

**III. Business Meeting: Approval of Agenda**

Mr. Mason moved to approve the agenda. Mr. Ellerd seconded. The motion passed unanimously.

**IV. Public Comment**

There was no public comment.

**V. Consent Agenda**

A. Regular Meeting Minutes from October 27, 2014

B. Accept Gift Donations

Ms. Brodeur moved to approve the consent agenda. Mr. Mason seconded. The motion passed unanimously.

**VI. Treasurer/ Finance Update**

ADM and WADM used to create budget are about 1% under budget which negatively impacts both GenEd and Lease Aid funding. Donations are not budgeted. This year they will go first toward funding the purchase of computers and then to the fund balance. Mr. Watkins reminded the Board that philosophical discussions impact enrollment and therefore funding. Revenue is guaranteed at the lower school level because of waiting lists, but not at the upper school level.

**VII. Reports received by the Board.**

**a. Administration Report**

Ms. Baumann has been working with others to reconcile MARSS numbers and the reporting of Nova's data. Survey results about 2015-2016 school year calendar were presented along with a proposed calendar. Ms. Reagan gave an overview of rentals at Nova. There was discussion about security of the academic wing and student lockers.

**b. Board Chair Report**

Mr. Greenfield presented an overview of the schedule for the December training.

**c. Board Committees**

**i. Academic Excellence Report**

There was discussion about how to restart the curriculum committee to leverage that group to look at standards and alignment. The December meeting will focus on homework.

**ii. Finance and Budget Report**

No finance and budget meeting was held this month.

**iii. Governance Report**

There was a 2<sup>nd</sup> reading of the Updated Bullying Prohibition Policy (#514)

There was a 1<sup>st</sup> reading of the new Electronic Fund Transfer Policy (#704) Becky Lund will be emailing templates for updating committee information. Websites need to be updated. Committee chairs can email Linda LaFrombois to get minutes posted.

**d. Ad Hoc Committees**

**i. School Climate Committee**

Four subcommittees have been established to look at the main target areas for this committee.

**ii. Nova Search Committee**

As of 11/24 there were seven applicants. Beginning 12/1, the committee hopes to begin looking at applicants and move ahead to the first round of interviews the following week.

**e. NPTO Report**

Great Gatherings had the largest attendance ever and was a very successful evening. Currently the NPTO is serving meals during conferences. In mid-December they will provide treats for the students.

**VIII. Board Updates/Action Items**

**a. 2015-2016 School Calendar**

Mr. Ellerd, “Resolved, that the Board of Education approves the 2015-2016 School Calendar as presented giving administration the flexibility to adjust November parent/teacher conference date.” Ms. Waisanen seconded. Motion passed unanimously.

**b. Approve line of credit**

Ms. Waisanen, “Resolved that the following named persons are officers of Nova Classical Academy: Jeffery A. Ellerd and Daniel D. Greenfield.

**Actions Authorized.** Any two (2) of the authorized persons listed above may enter into any agreements of any nature with Lender, and those agreements will bind the Corporation. Specifically, but without limitation, any two (2) of such authorized persons are authorized, empowered, and directed to do the following for an on behalf of the Corporation:

**Borrow Money.** To borrow as a cosigner or otherwise, from time to time from Lender, on such terms as may be agreed upon between the Corporation and Lender, such sum or sums of money as in their judgment should be borrowed, without limitation.

**Execute Notes.** To execute and deliver to Lender the promissory note or notes or other evidence of the Corporation’s credit accommodations, on Lender’s forms, at such rates of interest and on such terms as may be agreed upon, evidencing the sums of money so borrowed or any of the Corporation’s indebtedness to Lender, and also to execute and deliver to Lender one or more renewals, extensions, modifications, refinancings,

consolidations, or substitutions for one or more of the notes, any portion of the notes, or any other evidence of credit accommodations.

**Grant Security.** To mortgage, pledge, transfer, endorse, hypothecate, or otherwise encumber and deliver to Lender any property now or hereafter belonging to the Corporation or in which the Corporation now or hereafter may have an interest, including without limitation all of the Corporation's real property and all of the Corporation's personal property (tangible or intangible), as security for the payment of any loans or credit accommodations so obtained, any promissory notes so executed (including any amendments to or modifications, renewals, and extensions of such promissory notes), or any other or further indebtedness of the Corporation to Lender at any time owing, however the same may be evidenced. Such property may be mortgaged, pledged, transferred, endorsed, hypothecated or encumbered at the time such loans are obtained or such indebtedness is incurred, or at any other time or times, and may be either in addition to or in lieu of any property theretofore mortgaged, pledged, transferred, endorsed, hypothecated or encumbered.

**Execute Security Documents.** To execute and deliver to Lender the forms of mortgage, deed of trust, pledge agreement, hypothecation agreement, and other security agreements and financing statements which Lender may require and which shall evidence the terms and conditions under and pursuant to which such liens and encumbrances, or any of them, are given; and also to execute and deliver to Lender any other written instruments, any chattel paper, or any other collateral, of any kind or nature, which Lender may deem necessary or proper in connection with or pertaining to the giving of the liens and encumbrances. Notwithstanding the foregoing, any one of the above authorized persons may execute, deliver, or record financing statements.

**Negotiate Items.** To draw, endorse, and discount with Lender all drafts, trade acceptances, promissory notes, or other evidences of indebtedness payable to or belonging to the Corporation or in which the Corporation may have an interest, and either to receive cash for the same or to cause such proceeds to be credited to the Corporation's account with Lender, or to cause such other disposition of the proceeds derived therefrom as they may deem advisable.

**Further Acts.** In the case of lines of credit, to designate additional or alternate individuals as being authorized to request advances under such lines, and in cases, to do and perform such other acts and things, to pay any and all fees and costs, and to execute and deliver such other documents and agreements, including agreements waiving the right to trial by jury, as the officers may in their discretion deem reasonably necessary or proper in order to carry into effect the provisions of this Resolution. The following person or persons are authorized to request advances and authorize payments under the line of credit until Lender receives from the Corporation, at Lender's address shown above, written notice of revocation of such authority: Jeffrey A. Ellerd, Treasurer of Nova

Classical Academy; and Daniel D. Greenfield, Board President of Nova Classical Academy.”

Ms. Lewine seconded. Motion passed unanimously.

**IX. Next Meeting Date/Agenda Items**

The December Board meeting will be on Saturday, December 13, beginning at 8:00am and will be a Board training session.

The next regular Board meeting will be on Tuesday, January 20, 2015 beginning at 6:30.

**X. Adjournment**

Ms. Westrum moved to adjourn. Ms. Lewine seconded. The motion passed unanimously. The meeting adjourned at 9:02 PM.

Minutes submitted by Laura Westrum.