

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
March 16, 2015**

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

Advisors Present: Bruce Watkins, Mari Bergerson, Gina Zelinka, Linda LaFrombois, Nancy Baumann, Susan Hooge (NPTO representative), Ben Garcia (student)

Others in Attendance: Nova parents and staff

I. Call to Order

The meeting was called to order at 6:30 PM. Dan Greenfield led the meeting.

II. Working Meeting:

a. Discussion on Lateral Entries at the High School

1. Enrollment Window: There was discussion around the extension of the enrollment window from January 15 to March 1.
2. Over-enrollment of Grade 9: There is a standing policy of over-enrolling grades 6-8 by one student per section. The recommendation is to offer 10 additional spots for grade nine and to offer up to 81 spots from June 5 through the start of the following school year. Ms. LaFrombois explained the rationale for both of the recommendations.
3. Ms. LaFrombois described new recommendations for lateral entries in grades 10-12 for the 2015-2016 school year. There was discussion about the impact of bringing in lateral entries at the high school level. Ms. Lewine emphasized the importance of ensuring that students are aware of Nova's expectations. Mr. Ellerd raised the concern of the time impact of these additional enrollments. Mr. Mason recommended a more bold approach to lateral entries.

b. Continuation of Discussion of Upper School Topics

Ms. Bergerson gave an update on AP syllabi seeking approval. If this happens, instructors would attend training this summer. Mr. Watkins gave an overview of other changes being made at the Upper School. There was discussion about the foreign language offerings.

III. Business Meeting: Approval of Agenda

Ms. Westrum moved to approve the agenda. Mr. Belter seconded. The motion passed unanimously.

IV. Public Comment

There was public comment.

V. Consent Agenda

- A. Regular Meeting Minutes from February 23, 2015
- B. Special Meeting Minutes from January 30, 2015
- C. Accept Gift Donations

Mr. Ellerd moved to approve the consent agenda with the correction of adjusting the notation of Mr. Greenfield in the February 23 meeting. Ms. Gumbiner Hungs seconded. The motion passed unanimously.

VI. Treasurer/ Finance Update

Forecast is showing \$28,000 surplus which will increase the fund balance. The preliminary budget for FY 2016 was discussed. Ms. Baumann outlined specific assumptions used in creating the budget. Using conservative numbers, there is a deficit of \$129,000. Mr. Ellerd reinforced the idea that we are functioning on a very tight budget. The budget will be updated as the Legislature determines funding. There was discussion about the cap on extracurricular expenditures.

VII. Reports received by the Board.

a. Administration Report

Mr. Watkins highlighted the administrative curricular recommendations. Additionally, he congratulated the Mock Trial program on its recent success.

b. Board Chair Report

Mr. Greenfield emphasized the upcoming elections and the need to encourage qualified parent candidates to enter the election. The executive director review will take place later this year. The formation of two additional ad hoc committees is on the agenda as action items. Mr. Mason clarified the way the HR committee would be involved in creating a process for complaint resolution.

c. Board Committees

i. Governance Report

There was a 3rd reading of the revised Fundraising Policy (#703)

Ms. Johnson Nicholie gave an update on the term lengths for the three parent seats coming up for election.

d. Ad Hoc Committees

i. School Climate Committee

On March 30th, the Playground Safety portion of the committee will be rolling out several different initiatives. The SSA compliance portion is working to map what is currently taught in virtue education and how bullying prevention can be woven into that. A technology policy was circulated in administration and is being circulated to staff.

e. NPTO Report

Skate party was successful with 256 attendees. NPTO will serve refreshments on Grandparent/Special Friend day April 10. Teacher Appreciation week will be toward the end of April.

VIII. Board Updates/Action Items

a. Approval of Fundraising Policy

Ms. Westrum “Resolved, that the Board approve the Fund Raising Policy, number 703, effective immediately.” Ms. Gumbiner Hungs seconded. The motion passed unanimously.

b. Curricular Recommendations

Mr. Ellerd, “Resolved, that the Administration should continue to increase the number of in-house college credit bearing options available to Nova students.” Mr. Belter seconded. The motion passed unanimously.

Ms. Lewine, “Resolved, the graduation requirements for the class of 2016 be adjusted to increase the number of electives that may be taken by decreasing the number of Rhetoric credits required by one. The total number of credits necessary for graduation shall remain the same.” Mr. Ellerd seconded. The motion passed unanimously.

Ms. Brodeur, “Resolved, that the co-curricular classes of debate and mock trial be incorporated in an Honors Rhetoric course.” Ms. Lewine seconded. The motion passed unanimously.

Mr. Ellerd, “Resolved, that for the immediate future, the foreign language offerings of French and Japanese will be phased out. French I and Japanese I or II will not be offered for next year. The students enrolled in those classes this year will be allowed to continue next year by consolidating the advanced levels into a single section per language or through online programming.” Ms. Westrum seconded. There was discussion. The motion passed unanimously.

c. Lateral Entries

Mr. Ellerd, “Resolved, that the Board approve the Extension of the Enrollment Window, the Initial Over-Enrollment for Grade Nine, and Lateral Entries in Grades 10-12 as described on pg. 4 of the March Board packet.” Mr. Belter seconded. There was discussion. The motion passed unanimously.

d. Development Committee

Ms. Waisanen, “Resolve, that the Board approve the Development Committee as an ad hoc committee reporting to the Board, chaired by Jeff Ellerd and Dan Greenfield, effective immediately.” Ms. Gumbiner Hungs seconded. The motion passed unanimously.

e. Human Resource Committee

Ms. Westrum, “Resolved, that the Board approve the creation of a Human Resource committee as an ad hoc committee reporting to the Board, chaired by Paul Mason, effective immediately.” Ms. Lewine seconded. The motion passed unanimously.

IX. Next Meeting Date/Agenda Items

The next regular Board meeting will be on Monday, April 27, 2015 beginning at 6:30 PM.

X. Adjournment

Mr. Belter moved to adjourn. Ms. Waisanen seconded. The motion passed unanimously. The meeting adjourned at 8:52 PM.

Minutes submitted by Laura Westrum.