

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
February 25, 2013**

Directors Present: Jason Belter, John Bujan, Jeff Ellerd, Dan Greenfield, Karen Groppe, Andrea Johnson, Dianne Krizan, Roxane Lehmann, Becky Lund, Suzannah Toso

Directors Absent: Damon Fraser

Advisors Present: Brian Bloomfield, Miranda Morton, Kristin Kelley, Nancy Baumann, Julie Sheahan (NPTO Representative)

Others in Attendance: Nova parents

I. Call to Order

The meeting was called to order at 6:31 PM. Dianne Krizan led the meeting.

II. Approval of Agenda

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

III. Public Comment

There was no public comment.

IV. Consent Agenda

- A. Regular Meeting Minutes from January 28, 2012
- B. Accept Gift Donations

Mrs. Groppe moved to approve the consent agenda. Ms. Lund seconded. The motion passed unanimously.

V. Treasurer/ Finance Update

Mr. Ellerd stated that a highlight is that we're currently predicting that we won't need to use the line of credit this year. Mr. Bujan asked about sequestration. There isn't information to predict the effect definitively at this time.

VI. Reports received by the Board.

a. Administration Report

Mr. Bloomfield highlighted several items from his report. First, the MDE has made the decision to end the Finance Award in favor of doing something else, though that hasn't been officially set. He mentioned that we have all the pieces to qualify for the Finance Award.

Our on-time enrollment numbers were 979 students. The lottery process will start next week.

Mr. Bloomfield also spoke about staff/ faculty retention and the strategies outlined in his report.

Mr. Greenfield arrived at 6:37.

There is a bill before the state, sponsored by FOE, to allow charter schools to give preferential enrollment to students of the free and reduced lunch program.

Mr. Bloomfield also addressed the response to his Sandy Hook announcement. There was discussion.

Ms. Johnson arrived at 6:44.

The discussion regarding the response to Sandy Hook continued. There was a general consensus that it would be helpful to give families earlier notification about information that will be shared with students as well as to explain the reasons behind the decisions made and how they fit with the values of the school. The Board agreed that there is no one process or response that will work for every family or cover every situation.

There was discussion about staff culture, retention, and engagement.

There was discussion about the proposed calendar for the 2013-14 school year. The Board will look at it again in April.

b. Board Chair Report

The Board looked at the draft of the Strategic Plan. There was discussion.

c. Board Committees

i. Curriculum Report

Mrs. Groppe spoke about the Personal Fitness Map.

ii. Development Report

Ms. Johnson gave a brief update.

iii. Finance and Budget Report

Mr. Ellerd spoke about the SY 2013-14 draft budget. There was discussion.

Mr. Ellerd also spoke about the proposed changes to benefits. There was discussion.

iv. Governance Report

Mr. Bujan gave a brief update about the election process.

d. Hoc Committees

i. Academic Excellence

Mrs. Toso gave a brief update on the committee's progress.

e. NPTO Report

VII. Board Updates/Action Items

a. Faculty Employment Agreements

Mrs. Groppe, "Resolved, that the Executive Director is authorized to offer employment agreements per the Administration's recommendations." Mr. Ellerd seconded. The motion passed unanimously.

b. Enrollment Plan for 2013-14

Mr. Ellerd, "Resolved, that the Board sets section sizes for the 2013-14 school year as follows:

K: 20 (4 sections)

1-8: 26 (3 sections)

9: up to 65 (3 sections)

10-12: No entries

Resolved further, that the Board authorizes the Executive Director to over-enroll one student per section in grades 6 - 8.” Ms. Lund seconded. There was discussion. Mr. Bujan, Mr. Ellerd, Mr. Greenfield, Mrs. Groppe, Ms. Johnson, Mrs. Krizan, Ms. Lehmann, Ms. Lund, and Mrs. Toso voted in favor. Mr. Belter voted against. The motion passed.

c. Ad Hoc Social-Emotional Committee

Ms. Johnson, “Resolved, that the Board approves the creation of a Social Emotional Environment ad hoc committee as defined by the charge in the February 25, 2013 Board packet.” Mr. Bujan seconded. There was discussion. Mr. Bujan, Mr. Greenfield, Mrs. Groppe, Ms. Johnson, Mrs. Krizan, Ms. Lehmann, Ms. Lund, and Mrs. Toso voted in favor. Mr. Belter and Mr. Ellerd voted against. The motion passed.

d. Approve Personal Fitness Elective

Mrs. Groppe, “Resolved, that the Board accepts the Curriculum Committee’s recommendation and approves the content and resource map for the School of Rhetoric’s Personal Fitness Elective.” Mr. Belter seconded. The motion passed unanimously.

e. Changes to Nova’s Staff Benefit Structure

Mr. Ellerd, “Resolved, that the Finance & Budget committee recommends to the Board the following changes to Nova’s benefits program for 2013-14:

- requiring each employee who takes health care to contribute \$240/annum (pretax) per FTE
- eliminating completely Nova’s contribution to employee’s HSA accounts
- raising the deductible from \$1,250 to \$2,000.” Ms. Lund seconded. Mr. Belter, Mr. Ellerd, Mr. Greenfield, Mrs. Groppe, Ms. Johnson, Mrs. Krizan, Ms. Lehmann, Ms. Lund, and Mrs. Toso voted in favor. Mr. Bujan abstained. The motion passed.

f. Contract for Executive Director (after the Executive Director Review Closed Session)

Mrs. Krizan, “Resolved, that the board chair is authorized to finalize the terms and execute the enclosed service agreement between Nova Classical Academy and Mr. Bloomfield to serve as Executive Director.” Mr. Bujan seconded. There was discussion. The motion passed unanimously.

VIII. Public Comment

There was public comment.

IX. Closed Session: Student Information Update

In summary, the Board reviewed confidential student information.

Ms. Lund, “Resolved that we extend the board meeting until the Executive Director Review and contract discussion are completed.” Mrs. Krizan seconded. The motion passed unanimously.

X. Closed Session: Executive Director Review

In summary, the Board recognized Mr. Bloomfield’s ongoing success in leading Nova and stated that Mr. Bloomfield Exceeds Expectations.

Mrs. Krizan, “Resolved that the Board adopt the performance review with the conclusion that Mr. Bloomfield Exceeds Expectations.” Mr. Bujan seconded. Mr. Belter, Mr. Bujan, Mr. Ellerd, Mr. Greenfield, Ms. Johnson, Mrs. Krizan, Ms. Lehmann, Ms. Lund, and Mrs. Toso voted in favor. Mrs. Groppel abstained. The motion passed.

XI. Board Chair Comment

There were no further comments.

XII. Next Meeting Date/Agenda Items

The next regular Board of Directors meeting is April 29, 2013, beginning at 6:30 PM. The board will look at the SY 2013-14 calendar and the strategic plan again at that time.

XIII. Adjournment

Mrs. Toso moved to adjourn. Mr. Belter seconded. The motion passed unanimously. The meeting adjourned at 10:20 PM.

Minutes submitted by Becky Lund.