

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
June 16, 2008**

**Directors Present: Damon Fraser, Dianne Krizan, Patrick Mathews, Simon Fung, Becky Lund
Advisors Present: John Greving, Beth Topoluk, Friends of Ascension representative, Ken Silver
PTO representative, Karen Cronin treasurer
Others in Attendance: Nova parents and faculty
Temporary Recording Secretary: Jan Beebe**

I. Call to Order

The meeting was called to order at 6:10 p.m. Damon Fraser led the meeting.

II. Chair-Elect comments:

Presented by Damon Fraser, chair-elect.

III. Head of School comments:

Presented by John Greving, Head of School.

IV. Faculty comments:

Presented by Becky Lund, Nova second grade teacher and board member.

V. Public Comment

Diane Cossairt – Nova parent and incoming board member.

Diane submitted written comment for the record (see attachment).

Annette Rondano – Nova parent

Janel Schelzel – Nova parent

Tom Peterson – Nova parent

David Schelzel – Nova parent

Teresa Schulte – Nova parent and ex officio board member

Pete Palmer – Nova parent

Flannery Delaney – Nova parent

Chad Long – faculty

Alex Asanchev - faculty

Maria Marchand - faculty

Nancy Schultz – business manager

Regina Feferman – Nova parent

Tim Lundgren – Nova parent

Kathy Christianson – Nova parent

Steve Sheahan – Nova parent.

Steve asked that their parent letter be submitted for the record (see attachment).

Chair elect response –

- i. Board committees needs will be sent out to the community by July 3.
- ii. Board newsletter will be a priority.
- iii. Comments on performance review process and plan get one in place.
- iv. Look at board vacancies and how to fill them.
- v. Board will acknowledge Lisa's Knudson's contributions.
- vi. Head of School search – transition plan.

Simon would like to add the transition plan to the agenda.

Board members would also like to add the process for filling board committees to the agenda.

VI. Approval of Agenda

Dianne Krizan moved to approve the agenda.

Becky Lund seconded the motion.

Unanimous vote. The motion carries.

VII. Consent Agenda

Dianne Krizan moved approval of the amended minutes of the April 21 Board meeting, and that all actions in the minutes and actions taken by the officers consistent with the minutes be ratified and approved. Becky Lund seconded the motion.

Unanimous vote. The motion carries.

Dianne Krizan moved to take off the agenda for now and put on for July meeting:

2008-09 Board Officer chair slate

2008-2009 Board committee Chair Slate

Becky Lund seconded the motion.

Unanimous vote. The motion carries.

Dianne Krizan moved to approve the remaining items on the Consent Agenda.

Patrick Mathews seconded the motion.

Unanimous vote. The motion carries.

Damon Fraser moved that John Greving's employment with Nova end on July 10, 2008. Mr. Greving will be provided with benefits continuation as required by law. In addition, Nova will pay severance to him in an amount equal to the salary he would have received had he remained employed from July 11, 2008 through August 31, 2008. Becky Lund seconded the motion.

Unanimous vote. The motion carries.

VIII. Treasurer's Report

Revised salary for Head of School. Proposed marketing plan submitted - additional 5,000 included for a total of 10,000 for marketing. There will be a possible revision to teacher salaries once we know the student count. There may need to be revision to the budget due to facility issues that may arise.

Discussion about increased fuel charges and covering the increases. Depends on the bus count. May need to go with four and a half buses – discussion about how much over the budget that would be. Other 30,000 is coming out of Nova budget to cover deficit.

Consulting fees – 131,000 total. 70,000 is for Interim HOS or a plan regarding this.

Q comp may be off and we are waiting to hear. Nancy has learned that if we were not getting Q comp in 2008 we may not be eligible for 2009. Becky Lund encouraged to continue to pursue it for a variety of reasons.

The 2008-2009 budget is based on 382 students. These are conservative numbers by design.

Discussion regarding the search for Interim Head of School. Dianne reported that key responsibilities are being identified and names of people who could meet these needs are being identified. There was encouragement for a charge a number of people to be involved in the process. Need to formalize the process and set parameters. Suggest Dianne, Damon, Becky – look at options and pros and cons based on list of needs not list of candidates.

Motion was made by Damon Fraser to add task force of Becky Lund, Damon Fraser, Dianne Krizan and Diane Cossairt to review the school's needs and research Head of School Interim options for presentation at the July board meeting.
Simon Fung seconded the motion.
Unanimous vote. Motion carried.

Discussion of process for filling board committees. It was reported that there was discussion in the Accountability Committee earlier this year about who was in the best position to recruit for a board committee and it was acknowledged that a person with information about the committee needs, the tasks of the committee and the time frame of the tasks was in the best position for committee member recruitment. Experiences on committees have varied and that needs to be looked at – also how to utilize member well. Damon encouraged a hub and spoke system. Accountability committee will work on this. Goal of board is to move from a working board to a more strategic board.

Contributions and donations – defer 10,000 for next year as we have not spent it for the purpose intended.

Lease Aide – we will not get it all. 9,000 less this year.

Expenses – contracting services were over – due in part to the unexpected leave of the first grade teacher. 7500. It is also over due to the high fuel costs and the addition of one extra morning bus this year.

IX. Head of School Report

John Greving gave a hiring update: have filled five of the positions. John believes he will have filled all seven positions by the end of June.

X. Committee Reports

Development

Volunteers have worked on aspects of the development committee – grant committee. Approved this committee to work on grants for class, reading and general teacher training. Work with finance committee and the business manager on the financing.

Dianne Krizan moves to approve the grant committee to seek funding for teacher training for classical training, reading program and general teacher training.

Becky Lund seconded the motion.

Unanimous vote. Motion carries.

Curriculum Committee

Kristen Hornseth as the co-chair. Binders are available for the board – end result of two years of work. Contents have been reviewed by the committee. This is the work our faculty is doing now and it is reported to be amazing work. The board acknowledged the hard work on the part of the committee and the teachers. Acknowledgement that Brian Bloomfield, the new Curriculum Specialist will be writing the high school curriculum.

The board acknowledged that Diane Cossairt, Ken Silver and Jason Belter are coming in as new board members next month.

Next board meeting July 21 at 6:00 pm. The public is encouraged to attend.

XI. Adjournment

The meeting was adjourned at 8:15 p.m.
Respectfully submitted by Jan Beebe, temporary recording secretary.