

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
March 28, 2022**

Directors Present: Mel Hernandez, Claudia Gumbiner Hungs, Divya Karan, Nick LaRusso (via Zoom), **Becky Lund, Frank Ross** (via Zoom), **Sasha Ross, Diane Ruday, Jennie Winter**

Directors Absent:

Advisors Present: Brett Wedlund (via Zoom), **Brooke Tousignant** (via Zoom), **Missy Johnson, Kriscel Estrella, Heather Gray** (NPTO, via Zoom)

Others in Attendance: Nova staff, parents (Note: While this meeting was held in-person at 1455 Victoria Way, it was also made available on Zoom.)

I. Call to Order

The meeting was called to order at 6:00 pm. Frank Ross led the meeting via Zoom.

II. Business Meeting: Approval of Agenda

Mr. Ross moved to approve the agenda with the removal of the Executive Director Contract Renewal from the agenda. Dr. LaRusso seconded the motion. There was discussion.

Ms. Winter arrived at 6:03 pm.

A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Ms. Karan, Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, Ms. Ruday, Ms. Winter voted in favor. The motion passed unanimously.

III. Consent Agenda

- A. Agate Social Work LLC Contracted Service Agreement
- B. Blue Ribbon Cleaning Contract for FY23
- C. Dieci School Finance Contracted Service Agreement for FY23-25
- D. February 2022 board minutes
- E. 1st reading of revised policy NP 205 (Committees)
- F. 1st reading of revised policy 533 (Wellness)
- G. March 11, 2022 special board minutes

Ms. Lund moved to approve the consent agenda. Ms. Gumbiner Hungs seconded. There was discussion. The motion passed unanimously.

IV. Public Comment

Patty Mathews spoke about difficulties with technology with the online board meeting.

V. Reports received by the Board

A. Executive Director Report

Dr. Wedlund reviewed two items from his report; an update on our contract renewal with FoE and keeping costs low with several of our contract renewals including Blue Ribbon Cleaners and Dieci.

B. Board Chair Report

Mr. Ross gave an update regarding the Executive Director contract. There are three items still being refined: clear language, especially about work-life balance, clarifying ambiguity with salary, and the need to have a binding contract while also allowing either side to end the contract if needed or other ways to handle any disputes that may arise. Our lawyer is working on these areas. Ideally, we will have a special meeting next week to approve the contract.

C. Board Committees

i. Governance Report

Ms. Lund gave a brief election update.

ii. Finance and Budget Report

There was no discussion.

iii. Academic Excellence Report

There was no discussion.

D. Ad Hoc Committees

E. Executive Director Review Committee

There was no report this month.

F. NPTO Report

Ms. Gray spoke about the upcoming Great Gatherings Kick-Off including donations for baskets and Grapes of Math. She also mentioned two other fundraisers, one at Haskells and one at Noodles. The NPTO raised \$422 from the earlier Davonni's fundraiser.

G. Student Report

There was no report this month.

VI. Business

A. FastBridge Assessment Results

There was discussion. Dr. Johnson spoke about some small growth at the district level and that we're using all our tools like Data-Driven Instruction to meet student needs. She also mentioned that we're seeing a 3% increase in math where many districts are seeing falling proficiencies. Dr. Johnson also encouraged families to keep students reading, read as a family, and have joyful reading in our culture. There was further discussion and praise for the efforts of everyone in the Nova community to help all of our students succeed.

B. Student Listening Sessions

Dr. Wedlund gave a summary of the trend seen in the sessions, which is that students have normal time concerns, but not concerns about Covid or being sick. Students are feeling comfortable to be in school. There was discussion.

C. Proposed FY23 Budget

Dr. Wedlund shared highlights from the proposed budget. There will be a 2% increase in funding next year. There is a potential for an additional 2% from the state to be added to the General Fund, but that is not included in the proposed

budget as it isn't a given. He also spoke about ADM versus our actual headcount; we're looking at an increase of 15 students to our ADM from the average attrition we see as students move into the next grade level. Dr. Wedlund added that the school did not increase its contributions to employee benefits, but people will still be paying less than they did two years ago. He reviewed other contracted expenses that have been previously approved by the Board. Dr. Wedlund stated that we are not seeing large changes from federal funding, nor expecting changes in local funding. Dr. Wedlund spoke about compensation and adjustments including that hourly staff (not funded through special education funding) would see an increase of \$1.50 per hour and a \$3.00 per hour increase for special education employees. Special education funding will be different next year as we left a lot of money on the table this year and we want to maximize our allocations by increasing spending, especially by increasing compensation to be more in line with what other schools are paying. This budget is substantially similar to what we're currently doing and meets our bond covenants and other financial obligations. There was discussion.

D. Revised Bylaws First Reading

Ms. Lund spoke about the process and receiving feedback from Beth Topoluk that will be included next month. There was discussion regarding calling the Treasurer the CFO and the Governance Committee will review that reference on page 10 before the second reading.

E. First Reading of FY23 Staff Handbook

Ms. Estrella went through the changes. There was discussion of some changes to understand the reasons behind the recommended changes. A few minor edits were suggested. Ms. Estrella also spoke about working to develop additional retirement accounts which are not currently ready to include in the handbook. She asked if the Board would like to have a more general description that refers staff to the staff website for specific entities. The suggestion was made to add a phrase that updates during the year are available on the staff website, but to keep the current information. There was further discussion and a few further suggestions were made to clarify language or processes.

F. Executive Director Job Description Process

Mr. Ross spoke about the lack of an Executive Director job description, but we should have one as a part of the contract renewal.

Dr. LaRusso, "Resolved, that the Board charges Frank Ross to develop an Executive Director job description to be presented to the Board for review and approval." Ms. Gumbiner Hungs seconded. There was discussion. The motion passed unanimously.

Ms. Hernandez, "Resolved that the Board take a brief break before the discussion for the closed session." Ms. Gumbiner Hungs seconded. The motion passed unanimously.

VII. Closed Session

The meeting was closed as permitted by section 13D.05, subdivision 2 for preliminary consideration of allegations against an employee.

The meeting was reopened

Ms. Ross, “Resolved, that after our discussion tonight and given the direction to have the Governance Committee revisit policy NP 402 (Reporting Unethical or Illegal Activity), the Board considers these allegations closed.” Ms. Lund seconded. The motion passed unanimously.

A further motion was made during the session:

Ms. Hernandez, “Resolved, that the Board directs the Governance Committee to review and update policy NP 402 (Reporting Unethical or Illegal Activity).” Ms. Gumbiner Hungs seconded. There was discussion. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Ms. Karan, Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, Ms. Ruday, Ms. Winter voted in favor. The motion passed unanimously.

VIII. Next Meeting Date/Agenda Items

The next regular board meeting will be on April 25, 2022.

IX. Adjournment:

The meeting was adjourned at 8:27 p.m.

Minutes submitted by Becky Lund.