

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
April 25, 2022**

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

**Directors Absent: Divya Karan, Jennie Winter**

**Advisors Present: Brett Wedlund, Michael Pelofske, Missy Johnson** (via Zoom), **Kriscel Estrella, Joe Aliperto** (Dieci School Finance, via Zoom), **Heather Gray** (NPTO, via Zoom), **Ava Jane Lynch** (Student Representative, 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 6:01 pm. Frank Ross led the meeting via Zoom.

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

Ms. Lund moved to approve the agenda, with the amendment of moving the student representative report and the NPTO report to after Public Comment. Ms. Gumbiner Hungs seconded the motion. There was discussion. The motion passed unanimously.

**III. Consent Agenda**

- A. Indigo Education Contracted Services Agreement for FY23
- B. Twin Cities Educational Consultants Contracted Services Agreement for FY23
- C. Strategic Staffing Solutions Contracted Services Agreement for FY23
- D. 1<sup>st</sup> reading of revised policy NP 703 (Fundraising)
- E. 1<sup>st</sup> reading of revised policy NP 704 (Electronic Fund Transfer)
- F. 1<sup>st</sup> reading of revised policy NP 706 (Acceptance of Gifts)
- G. 2<sup>nd</sup> reading/ potential approval of revised policy NP 205 (Committees)
- H. 2<sup>nd</sup> reading/ potential approval of revised policy 533 (Wellness)
- I. March 28, 2022 regular board minutes
- J. April 12, 2022 special board minutes

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

**IV. Public Comment**

There was no public comment.

**V. Student Report**

Ms. Lynch spoke about MCA testing and other upcoming events like Ascot and Prom. She also spoke about elections for NHS and other groups as well as some of their upcoming events like the NHS clothing drive and the Green Team garden. *The Wizard of Oz* performance is coming up in May. Ms. Lynch also spoke about students' mindsets towards the end of the year and enjoying not having bells last week (because of testing).

**VI. NPTO Report**

Ms. Gray spoke about open positions they're trying to fill: secretary (2 years), vice-chair (3

years), volunteer coordinator, and someone to take on the Nova Family Directory. Next week is Teacher Appreciation Week and the NPTO has several events planned. Lastly, she reminded people about the Great Gathering Kick-Off on May 14. The next meeting is May 3 at 5:00 pm.

## **VII. Board Training**

The Board had governance training regarding from Dr. Michael J. Lovett. The training covered the importance of organization mission, different levels of authority, board member roles as trustees versus delegates, understanding what MN statutes and rules say about the role of a school board, and building communication skills and trust between the Board and Executive Director. The Board discussed a few hypothetical situations to apply the training.

Mr. Ross, "I move that the Board recess until 7:35 p.m." Ms. Lund seconded. The motion passed unanimously.

## **VIII. Reports received by the Board**

### **A. Executive Director Report**

Dr. Wedlund gave an update on the Charter School Contract renewal. The changes from our proposal include not reaching an agreement on the school comparisons so Edina was left in, some specific academic benchmarks around kindergarten readiness, and that the data is from four years, not five. Beth Topoluk will eventually present the contract to the Board. Dr. Wedlund also shared a high-level update on last fall's emotional wellness; the staff was asked the same questions as last fall in a survey ending last week. Licensed faculty, educational support and program support saw improvement in each of the ten measures. The only undesired moves were in the administration category where they reported feeling less empowered, less valued and more mistreated. There was discussion.

### **B. Board Chair Report**

Mr. Ross announced that on April 12 the Board approved the revised contract for Dr. Wedlund and that Dr. Wedlund signed the contract on the 21st. He thanked everyone involved for their patience and support.

### **C. Board Committees**

#### **i. Governance Report**

There was no discussion.

#### **ii. Finance and Budget Report**

There was no discussion.

#### **iii. Academic Excellence Report**

Ms. Gumbiner Hungs spoke about the motion proposed by the committee to survey Nova graduates.

### **D. Ad Hoc Committees**

### **E. Executive Director Review Committee**

There was no report this month.

## **IX. Business**

A. **Academic Excellence**

Ms. Gumbiner Hungs, “Resolved, that the Board approve the Academic Excellence Committee conducting a survey, on behalf of the Board, with graduating seniors and alumni to validate the “Profile of a Nova Classical Academy Graduate.” Ms. Ruday seconded. There was discussion. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Ruday voted in favor. The motion passed unanimously.

B. **Proposed FY23 Budget**

Dr. Wedlund reviewed the process. There was discussion.

Ms. Gumbiner Hungs, “Resolved, that the Board approves the proposed FY 2023 budget as presented in the board packet.” Dr. LaRusso seconded. The motion passed unanimously.

C. **Revision to the FY22 Teacher Evaluation Handbook**

Dr. Wedlund spoke about the recommended change to the handbook. There was discussion.

Ms. Lund, “Resolved, that the Board approves exempting Domain 8 (student achievement) from the categories used to determine pay increases based on FY22.” Ms. Ross seconded. The motion passed unanimously.

D. **Second Reading of Revised Bylaws**

Ms. Lund reviewed changes made since the first reading; making clarifications at the suggestion of our Authorizer and removing the CFO as automatically being the Treasurer.

Dr. LaRusso, “Resolved, that the Board approved the revised Bylaws.” Ms. Ruday seconded. There was discussion. The motion passed unanimously.

E. **Second Reading of FY23 Staff Handbook**

Ms. Estrella gave an update that all the requested changes from the first reading have been made. She also reminded the Board about the changes for paying out PTO could be extended to employees for FY 22. There was discussion about the wording regarding bereavement leave.

Dr. LaRusso, “Resolved, that the Board approves the FY23 Staff Handbook.” Ms. Lund seconded. There was discussion. The motion passed unanimously.

Ms. Lund, “Resolved, that the new practice of paying out unused PTO as written in the approved FY23 staff handbook for non-returning employees who have finished their contracted duties for the entire school year be extended to employees employed at Nova for FY22.” Ms. Gumbiner Hungs seconded. The motion passed unanimously.

There was further discussion regarding the bereavement leave wording.

F. **First Reading of the FY23 Student Handbook**

Dr. Johnson gave an overview of the recommended changes in the proposed Student Handbook including working with the Equity Committee. There was discussion. Dr. Wedlund added a few clarifying details.

**G. Executive Director Job Description**

Mr. Ross presented the Executive Director job description and asked for feedback and comments. He spoke about it being informed by MSBA, Eagle Ridge, St. Croix Prep, and general guidance on how to create a core role description. The job description will be discussed next month as well.

**H. Board Goals Progress Review**

Ms. Gumbiner Hungs, “Resolved, that the Board Goals Progress Review be moved to the regular Board meeting on May 23.” Ms. Ruday seconded. The motion passed unanimously.

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

The next regular board meeting will be on May 23 to avoid Memorial Day.

**XI. Adjournment:**

The meeting was adjourned at 8:38 p.m.

Minutes submitted by Becky Lund.