

Governance Committee Report on 2026 Board Election

Committee Name: Governance

Date of Report: September 8, 2026

Written/submitted by: Becky Lund

For the 18th consecutive year, the Governance Committee provides this report to the Board under the authority of Nova Classical policy NP 202. The purpose of this report is to provide a written summary of the last Nova Classical board election, with participation percentage and recommendations for increasing voter education and participation, as well as applicable dates/deadlines for the 2027 board election. As has become customary, this report also discusses additional issues and recommendations that may affect Nova Classical board elections.

Executive Summary

This year there were four seats up for election. Eight candidates ran for three three-year Parent Seats and one candidate ran for one two-year Parent Seat.

During the nomination period, members of the Governance Committee solicited recommendations from the Nova Classical community, but no one was recommended to them.

The Candidate Forum was held; five of the candidates were able to participate. One additional candidate submitted their own video answering the same questions and one other candidate submitted written answers to the questions. All of these were shared via the Nova Classical Election page.

The 2026 election itself proceeded smoothly with minimal issues. No one contacted governance@novaclassical.org to say that they had not received a ballot. No additional issues were reported.

Voter participation percentage is as follows:

2026 = 31%	2017 = 38%
2025 = 30%	2016 = 54.2% (switched to electronic ballot/voting instead of paper)
2024 = 37%	2015 = 29%
2023 = 34%	2014 = 35%
2022 = 28%	2013 = 39%
2021 = 38%	2012 = 52%
2020 = 31% (delayed election due to Covid-19)	2011 = 51%
2019 = 40% (only two teacher candidates on ballot and a shorter - 2 wks instead of 3 - voting window)	2010 = 42%
2018 = 31%	2009 = 56%

The committee recommends continuing the existing practices of providing early reminders to the Nova Classical community about the election process, updating and publishing written Election Guidelines, and communicating these items and any additional matters relevant to the board election process on a regular basis. We also recommend continuing to provide a Candidate Forum where candidates attend in person and community members may attend online or in-person. The Governance Committee will continue to discuss and investigate best practices for getting election information to all members of the Nova Classical community,

including doing more via social media to raise awareness of the election and the election process.

Discussion

I) Recommended Dates & Deadlines for 2027 Board Election

The date for the board meeting which also functions as the approval of the election results is Monday, May 24, 2027. Additional dates and deadlines will be provided in an online 2027 Election Timetable as the election approaches. A draft of the timetable is attached to this report.

The Governance Committee recommends continuing with a two-week voting period coupled with continuing to provide numerous reminders to vote during that period. Simply Voting allows us to send reminders to everyone who has not yet voted.

II) Pre-Election Publicity and Documentation

A) Early Reminder Letter. Each February information is distributed to the Nova Classical Community, detailing the seats up for election, the overall timetable for the election with deadlines where applicable, a summary of the qualifications sought for a Nova Classical board member, and suggestions for informing potential candidates about board service at Nova Classical.

The Governance Committee recommends continuing to include information in the various Nova Classical communications, especially the Nova News and via the Election webpage. At the same time, the Governance Committee will reach out to the board committees to ask for possible recommendations for candidates.

B) Call for Nominations Letter. This formal start to the annual election process is distributed to all Nova Classical parents, teachers, current BoD members and the public. Nova Classical's Bylaws require that this notice be sent at least 90 days before the May Meeting.

The Governance Committee recommends publishing/distributing a similar letter in 2027, with updates/clarification as appropriate. Members of the Governance Committee will continue to contact members of board committees and other recommended leaders in the Nova Classical community to encourage them to run or nominate someone else to run.

In addition to these pieces, the Governance Committee would like to have a parent information night (or video with similar information) regarding the work of the Board and to share ways that people could become more involved with board committees and work. This continues to be a part of the Governance Committee goals to provide more training on the work of the Board to the Nova Classical community.

The Governance Committee noted that the Board continues to need people with legal and finance backgrounds and will make this a priority in communications regarding nominations.

C) Candidate Nomination Form

Again in 2027, the Governance Committee recommends not having a form, but encouraging people to nominate others by emailing governance@novaclassical.org, which is what has been done over the past couple of years. The Chair of the Governance Committee will then reach out to the people nominated and share with them the steps they need to do to become a candidate and to double-check eligibility. Additionally, the Governance Committee will continue to be

proactive in soliciting nominations through board committee members as well as doing outreach into the Nova Classical community for recommendations for nominations.

D) Candidate Questionnaire Form

All candidate questionnaires were received by the due date. All questionnaire responses were posted on the Nova Classical web page in a Voter's Guide. Copies of the questionnaire responses were also included on the ballot with Simply Voting.

The Governance Committee recommends using a similar Google form in 2027, with updated questions reflecting the progress of the strategic plan, current board goals, and other needs of the Nova Classical Board of Directors. The Governance Committee also recommends again asking candidates to submit a current photo to include in the Voter Packet. This would not be required, but is very helpful in connecting faces and names.

III) Submission of Candidacy Timing

The nomination period ran as usual this year. Candidates were able to submit nominations throughout the nominations period, though most came during the last five days. The Governance Committee will continue to set the deadline for candidate submissions a few days prior to the Governance Committee meeting at which candidate applications are reviewed. This provides time for members of the committee to review the applications and make sure they meet the guidelines set by state statute and the Governance Committee. The Governance Committee will continue to set clear and specific deadlines for all candidate information to be submitted for the candidate to be viable. Additionally, the chair of the Governance Committee will continue to respond to all nominations with a timeline, an invitation to attend the meeting, and any issues that may be obvious with the nomination (conflicts of interest, missing information, etc.)

IV) Candidate Choice of Category

No concerns or actions at this time.

V) Additional Candidate Information

The Governance Committee will continue to share an electronic copy of the Voter's Guide no later than the first day of voting to help get information to the voters; the information is also included on the Simply Voting ballot. We will also continue to research other methods of getting information to voters.

VI) Candidate Forum

The Governance Committee will continue to hold a Candidate Forum just before or at the beginning of the voting period. Our current practice is to hold the Forum in-person at Nova Classical and via Zoom. The Zoom meeting is recorded and also shared via the Election webpage. While all candidates are encouraged to attend the Forum, we will continue to allow candidates to submit a video response or written response to the Forum questions if the candidate is not able to attend the Forum. We also will continue the following practices:

- Sharing questions with candidates ahead of time, noting that not all questions may be asked if there are time limitations.
- Sharing other guidelines for the forum such as time limits for responses.
- Randomizing the order in which candidates respond to each question.
- Considering cancelling the forum if the number of candidates is equal to or less than the number of seats open for election.

VII) 2027 Nova Classical Board Election Rules/Guidelines

As it has done each year beginning in 2010, the Governance Committee recommends that an updated version be posted in several places on the Nova Classical website prior to and during the 2027 election. The Governance Committee also recommends that the committee continue to remind all board members, voting and nonvoting, that campaigning on behalf of specific candidates in board elections may jeopardize Nova Classical's tax-exempt status under IRS Section 501(c)(3).

Additionally, the election rules have been updated to reflect changes in MN statutes such as the community member must reside in Minnesota and Teacher Seat candidates must work a minimum number of hours as a teacher to be eligible.

VIII) Increasing Voter Participation

The Governance Committee continues to discuss ways we can encourage more people to vote in the board elections.

IX) Ballot/Vote Tallying

The Governance Committee recommends continuing to use Simply Voting for the 2027 election.

X) Staggered Term Requirements

At this time, one third of the Board is up for election each year. Thus, the recommendation of the Governance Committee for the 2027 board election is:

- 1 Parent seat for a 3-year term,
- 1 Teacher seat for a 3-year term, and
- 1 Community Member seat for a 3-year term.

Note: MN statutes prohibit a term for less than two years and our Bylaws state that we want our standard term to be for three years.

Nova Classical Board Seats Staggered Term Status as of September 8, 2026

Terms Expiring June 30, 2027 (3)

Parent: Heather Meeker

Teacher: Chris Shepard

Community Member: Teo Flesher/ TBD appointed

Terms Expiring June 30, 2028 (3)

Parent: Colleen Hansen

Teachers: Shannon Hooge

Becky Lund

Terms Expiring June 30, 2029 (3)

Parents: Bavi Weston

Todd Sample

Brandon Supernault

Timetable for the 2027 Nova Classical Board Elections as of September 2026

Date Due	Event	Action Items Necessary	Person(s) Responsible
1/12/2027	Governance Committee Meeting	- Review 2026 election flyer and update as needed for 2027 - Approve and distribute the final copy via email - Assign election tasks to members of the committee including continued publicity such as outreach for recommended candidates and an education night regarding the work and needs of the Board - Remind Board members and Board committee members to begin reaching out to potential candidates	GC
2/8/2027	Governance Committee Meeting	- Review Call for Nominations Letter - Review 2027 Election Rules/Guidelines - Review draft election web page format - Reach out to Nova Classical parents and Nova Classical faculty for recommendations for nominations - Arrange for posting and emailing of Call for Nominations. - Confirm to hire Simply Voting (or other company) to run Nova Classical's board election (electronic voting).	GC
2/15/2027	Distribution of misc. notices	- Publish/circulate Call for Nominations for 2027 board election - Publish election guide/rules Individually contact people recommended to let them know and to see if they have any questions <i>(Bylaws state that notification must happen at least 90 days before the board meeting on May 24, 2027; this is 98 days before the meeting.)</i>	GC Chair (Becky), GC members
3/1/2027	Forms	- Publish nomination process and Candidate Questionnaire Form - Publish start of Nomination Period and include election dates and procedures [Note: MN statute requires that eligible voters be notified of election dates and voting procedures at least 30 calendar days before the election and that it be posted on the school's website.]	GC Chair (Becky)
4/9/2027 at 4:00 PM	Close of Nominations	Circulate all timely forms to the GC	GC Chair (Becky)
4/12/2027	Governance Committee Meeting	Determine eligibility & candidate roster & notify Board & Nova Classical Community of candidates & election details no later than 4/16/27 [Note: MN	GC

		statute requires notification to happen at least 10 calendar days before the election begins.]; • Approve Voters Guide and share with the voting community along with voting information including to watch for a ballot link from Simply Voting. (Could be a separate email or included in the Nova News; information will also be posted on the Nova Classical Election webpage.	
Mid-April 2027	Candidate Forum	• Schedule a Candidate Forum that could be attended in-person or online; record and post the Forum afterwards.	GC
4/26/2027	2027 Voting window opens	• Simply Voting (or other company) sends ballot links to all eligible voters • Begin to include reminders in Nova News and other emails on voting and what to do if information is not received or lost	CG/ CG Chair
5/10/2027	Voting window closes at 4PM Governance Committee Meeting at 6:00	• Prepare final report on election • Provide notification to Board and to all candidates <i>(Voting period is 14 days long.)</i>	GC
5/24/2027	May Board Meeting	• Deliver election report to Board for approval • Publish approved results to entire community	GC Chair (Becky)