

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
May 19, 2025**

Directors Present: Teo Flesher, Colleen Hansen, Shannon Hooge, Becky Lund, Suzanne McInroy, Heather Meeker, Todd Sample, Bavi Weston

Directors Absent: Chris Shepard

Advisors Present: Brett Wedlund, Tamra Paschall (via Zoom), Missy Johnson, Carolyn Farrell (via Zoom), Tom Dodds and Adam Aalgaard (from Bloom Hay Dobbis)

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. Suzanne McInroy chaired the meeting.

Ms. McInroy opened with a moment of silence for the Hortmans and the Hoffmans.

II. Business Meeting: Approval of Agenda

Ms. Meeker moved to approve the agenda. Mr. Hooge seconded. There was discussion. The motion passed unanimously.

III. Public Comment

There was no public comment.

Ms. Hansen arrived at 6:04 pm.

IV. Contract for FY25 Audit with Thomas and Co

Dr. Wedlund gave background information regarding the recommendation to switch auditors which comes with a cost savings and addresses our timeliness concerns with our past auditor.

Ms. Lund, “Resolved, that the Board approves the contract for the FY25 audit with Thomas and Co.” Mr. Sample seconded. The motion passed unanimously.

V. Consent Agenda

A. June HR Update

- B. Contracted Service Agreement for FY26 with Zen Educate
- C. Add Ji Hae Kim to the Governance Committee
- D. 1st reading of revised policy NP 405 (Anti-Nepotism)
- E. May 19, 2025 Board Minutes
- F. Contracted Services Agreement for FY26 with uptick Education
- G. Approve Service Agreement with Infinite Campus for FY26
- H. Contracted Services Agreement with Indigo Education for FY26
- I. Contracted Services Agreement with Strategic Staffing Solutions for FY26

Ms. Hansen moved to approve the consent agenda. Ms. Weston seconded. The motion passed unanimously.

VI. **Reports received by the Board**

A. **Executive Director Report**

Dr. Wedlund highlighted the Strategic Plan objective regarding onboarding new-to-Nova Classical students. There was discussion about onboarding for students who don't start at the beginning of a "school" (Grammar, Logic, Rhetoric) and how to close those learning gaps. There was further discussion.

B. **Board Chair Report**

Ms. McInroy thanked the Board and the Nova Classical community for allowing her to serve on the Board and as Board Chair. Ms. Lund thanked Ms. McInroy for her service to Nova Classical and presented her with a plaque from the school.

C. **Board Committees**

a. **Governance Report**

There was no discussion.

b. **Budget and Finance Report**

Mr. Sample highlighted a few items from his report including the fund balance, cash on hand, maintaining strong enrollment, and finishing the fiscal year with a surplus of over \$300,000. He also spoke about some areas for future discussion as they typically run a deficit like extracurriculars and food services. Mr. Sample added about the overall expansion project cost estimate is lower than we had been thinking a month ago. Financing for the project is looking feasible even with the increased yield rate on municipal bonds. One other item he flagged is that the Budget and Finance Committee is recommending that Nova Classical does have the capacity to fund the cost of the Construction Documents and Construction Administration Services Proposal.

c. **ED Review Committee**

There was no report.

d. **Academic Excellence Report**

Ms. Hansen spoke about looking for another parent member and that they will meet again in July.

D. **NPTO Report**

Ms. Meeker spoke about the work to start soliciting Great Gatherings as well as work behind the scenes. New members will be starting in July.

VII. **Business**

A. **Renewal of Business Lines of Insurance**

Dr. Wedlund gave some background information. Although we sought proposals from several providers, we asked that they closely align with the coverage structure used in previous years, as this was not a year in which we considered broad changes to our coverage which is a process we revisit periodically. He also spoke about some of the line items and that it's substantially similar to what we've had before, but it's up about 15% from last year.

Ms. Meeker, "Resolved, that the Board approves the USI risk management and insurance proposal." Mr. Sample seconded. There was discussion. The motion passed unanimously.

B. **Presentation of Expansion DD**

Tom Dodds and Adam Aalgaard from Bloom Hay Dobbs presented the Design Development to the Board. The schematic design was estimated at just over \$12 million, the design development estimate is just under \$10 million, and the construction documents are projecting just over \$11 million. These estimates do not include "soft costs" of things like furniture but do include fixtures like drinking fountains. Mr. Dodds highlighted several things that have changed or been refined from the schematic design including some layout changes to resolve engineering issues like sewer placement, skyway layout and structural systems, refining the parking, adding some square footage for mechanical system space, etc.

Mr. Aalgaard presented more specifics such as water runoff, bus parking, changes to our existing building, and additional mechanical room on the ground floor of the expansion, support of the skyway, the solar tubes in the new gym space, texture of the outside walls, etc. There was discussion along the way.

Mr. Dodd shared general information about further refinements with the designs, decision-making (like choosing carpeting) and next steps to further coordinate how all the details interact. There was further discussion about next steps and project timing.

C. Contract for CD-CA

Dr. Wedlund reviewed the next steps in our expansion project and spoke about the various pieces (the project, the state, and financing) that drive any timeline.

Ms. Lund, “Resolved, that the Board approves the contract with Bloom Hay Dobbs for construction documents and construction administration.” Ms. Hansen seconded. There was discussion. A roll call vote was held. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. McInroy, Ms. Meeker, Mr. Sample, and Ms. Weston voted in favor. The motion passed unanimously.

D. Approval of MDE Review and Comment

Dr. Wedlund spoke briefly about the draft of the Review and Comment document to submit to MDE.

Mr. Hooge, “Resolved, that the Board approves the review and comment application and is delegating authority to Brett Wedlund to finalize details before presenting to MDE.” Ms. Meeker seconded. There was discussion. The motion passed unanimously.

E. Presentation of Class Size Report

Dr. Johnson presented the report on class size, meeting objective 3.5 of the Strategic Plan. She shared about how our current class sizes compare to other schools and how the data can help us with short-term and long-term planning and allotment of resources. Dr. Johnson spoke about the literature review and the meta-analysis findings which are inconclusive on the effects of small class sizes. She also shared that our elementary class sizes are among the larger of the schools surveyed. Our middle school classes are between our classical peers, and our high school classes are moderate overall, though we do have a few targeted large sections. Our high school class sizes are between what other classical schools have and traditional public schools. Dr. Johnson finished with some areas for further discussion including class size within a broader ecosystem, elementary staffing structures and tradeoffs, upper school teacher load and instructional capacity, and teacher overages and instructional capacity. There was discussion including about being aware of

biases and not allowing those to draw conclusions or action steps. Dr. Johnson shared a few other things that can impact class size such as electives and students in special education. There was further discussion.

Heather Meeker left at 9:22.

Dr. Johnson shared another piece of information that can help inform the workload that comes with class sizes is a past training from the Pedagogical Leads on “Is It Classical?”. There was further discussion about limitations of this study including the many variables it doesn’t account for. There was discussion about tracking our class size over time as well as overages to see if there are trends that could help inform hiring, especially now that our grade levels are full. There was further discussion.

F. FY26 Board Meeting Schedule

Ms. Lund, “Resolved, that the Board approves the following dates for the regular board meetings in FY26: 7/28/25, 8/18/25, 9/29/25, 10/27/25, 11/24/25, 1/26/26, 2/23/26, 3/30/26, 5/18/26, and 6/29/26.” Ms. Hansen seconded. The motion passed unanimously.

G. Board Officers and Committee Chairs

Ms. McInroy presented the slate of board officers and committee chairs for SY26.

Ms. Lund, “Resolved, that the Board approves the following slate of board officers and committee chairs for SY26:

Chair -Bavi Weston

Vice Chair – Colleen Hansen

Secretary – Becky Lund

Treasurer – Todd Sample

Budget and Finance Chair – Todd Sample

Governance Chair – Becky Lund

Academic Excellence Chair – Colleen Hansen

Executive Director Review Chair – Colleen Hansen.” Ms. Weston seconded. The motion passed unanimously.

VIII. Next Meeting Date/Agenda Items

The next regular board meeting will be on Monday, July 28, 2025.

IX. Adjournment

The meeting was adjourned at 9:42 p.m.

Minutes submitted by Becky Lund.