

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
October 26, 2015**

**Directors Present: Jason Belter, Ann Brodeur, Jeff Ellerd, Dan Greenfield, Laura Hobbs, Claudia Gumbiner Hungs, Tonya Johnson-Nicholie, Roxane Lehmann, Annie Lewine, Paul Mason, Robb Westawker**

**Advisors Present: Eric Williams, Nancy Baumann, Mari Bergerson, Brooke Tousignant, Beth Hawley (NPTO representative), Luke Westawker (student representative)**

**Others in Attendance: Nova parents and staff**

**I. Call to Order**

The meeting was called to order at 6:30 PM. Paul Mason led the meeting.

**II. Audit Report**

A representative from CliftonLarsonAllen provided highlights of the audit FY15 audit. There was discussion.

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

Ms. Hobbs moved to approve the agenda with the addendum. Mr. Ellerd seconded. The motion passed unanimously.

**IV. Consent Agenda**

- A. September 28, 2015 Regular Meeting Minutes
- B. Finance Report
- C. Approve Gifts and Donations
- D. Accept Resignation of Ashley Ghosh, District Administrative Assistant
- E. Accept Leave Request for Heidi Reynolds, LS Latin Teacher, from approximately 1/29/16 to 5/9/16.
- F. Authorize to Post for a FT Accounts Payable/Payroll Clerk
- G. Authorize to Post for District Receptionist
- H. Authorize to Post for a .2 FTE Early Child Special Education Teacher
- I. Authorize to Post for a PT Extended-Day School Care Assistant (3:45pm-5:15pm)
- J. Authorize to Post for a PT Homebound Teacher
- K. Authorize to Post for a .2 FTE Kindergarten Reading Teacher
- L. Authorize to Post for a Long-term Substitute Lower School Latin Teacher
- M. Authorize to Post for a FT Lower School Special Education Teacher
- N. Authorize to Post for PT Lunch Supervisors-2 (10:45am-1:00pm)
- O. Authorize to Post for a FT Maintenance Position (10am-6:30pm)
- P. Authorize to Post for a PT Upper School Physical Education Teacher
- Q. Approve to Hire Benjamin Fleischhacker as FT LS Special Education Teacher effective 10/27/15
- R. Approve to Hire Lindsay Huezinga as PT Homebound Teacher
- S. Approve to Hire Extracurricular Advisors for the 2015-16 school year

Mr. Ellerd moved to approve the consent agenda as amended. Ms. Gumbiner Hungs seconded. There was discussion. The motion passed unanimously.

Mr. Mason welcomed Luke Westawker to the Board.

**V. Public Comment**

There was public comment.

**VI. Reports received by the Board.**

**A. Executive Director Report**

a. Membership Update

Nova has 933 students currently. For scheduling purposes, 924 students were originally targeted for planning purposes. There are 3 students on the waiting list for 10<sup>th</sup> grade.

b. Report on assessment testing results

Mr. Williams provided MCA data showing proficiency rates by school, grade, and cohort.

Mr. Williams had a representative from MDE come to Nova to evaluate our space and provide objective opinion on future considerations for facilities. He also shared about facilities options for the future and the desire to start conversations with all stakeholders. Mr. Williams gave an update on Nova athletics.

**B. Board Chair Report**

Mr. Mason would like to use the Board goals for the year to track progress this year.

**C. Board Committees**

**i. Academic Excellence Report**

Mr. Belter discussed the three goals for the year. Mr. Belter, Ms. Bergerson, and Ms. Johnson hosted a parent education night around the idea of school/life balance. Ms. Bergerson gave further information about the survey data and the distinction between those who are taking traditional classes and those enrolled in honors classes.

**ii. Finance and Budget Report**

Mr. Ellerd and Ms. Baumann provided further details on the FY16 budget.

**iii. Governance Report**

Ms. Johnson-Nicholie gave an overview of the Governance Committee's work. The policies up for review were taken from MSBA. She outlined changes for upcoming election including electronic ballots.

**D. Ad Hoc Committees**

**i. Development Committee**

Mr. Greenfield highlighted upcoming events. More communication will be sent out regarding the reason for Nova's fundraising and how it differs from traditional public schools.

**ii. Human Resources Committee**

Mr. Mason recommend that Finance and Budget and Human Resources come together to discuss review of compensation.

**iii. School Climate Committee**

Ms. Brodeur gave an update of how the events of this month have impacted the Anti-Bullying efforts as a whole. There will be a listening session on Nov. 9 for stakeholders to provide input on these activities. There was discussion about compliance with the Safe and Supportive Schools Act.

**E. NPTO Report**

Ms. Hawley outlined recent and upcoming NPTO events.

**VII. Board Business Action Items**

**A. Enrollment of Applicants on Waiting List**

Mr. Ellerd, "Resolved, that the Board approve the enrollment of applicants currently on waiting lists for grades 10-12 up to enrollment caps – previously approved by the Board." Mr. Westawker seconded. There was discussion. Mr. Ellerd, Mr. Westawker, Mr. Greenfield, Ms. Hobbs, Mr. Mason, and Ms. Lewine voted in favor. Ms. Brodeur, Mr. Belter, and Ms. Johnson-Nicholie voted against. Ms. Gumbiner Hungs and Ms. Lehmann abstained. The motion passed.

**B. Accept Board of Directors Goals**

Ms. Brodeur, "Resolved, that the Board accepts the Goals as stated for the 2015-16 School Year." Mr. Belter seconded. The motion passed unanimously.

**C. First reading of Nova Policy 208**

Ms. Johnson-Nicholie, "Resolved, that the Board approve the first reading of Nova Policy 208." Ms. Gumbiner Hungs seconded. The motion passed unanimously.

**D. First reading of Nova Policy 214**

Mr. Greenfield, "Resolved, that the Board approve the first reading of Nova Policy 214" Ms. Johnson-Nicholie seconded. The motion passed unanimously.

**E. First reading of Nova Policy 609**

Ms. Hobbs, "Resolved, that the Board approve the first reading of Nova Policy 609." Ms. Brodeur seconded. The motion passed unanimously.

**F. Approve FY 15 Financial Audit**

Mr. Ellerd, "Resolved, that the Board accepts FY15 Audit as submitted by CliftonLarsonAllen pending no material changes with the removal of the

‘DRAFT’ stamp and approval of Treasurer and Executive Director.” Ms. Lewine seconded. The motion passed unanimously.

**G. Approve FY 16 revised budget.**

Ms. Gumbiner-Hungs, “Resolved, that the Board accept the FY16 revised budget.” Mr. Ellerd seconded. The motion passed unanimously.

**H. Approval of Payment of Bills**

Mr. Greenfield, “Resolved, that the Board approves payment of bills.” Mr. Ellerd seconded. The motion passed unanimously.

**I. Approval of Electronic Transfers**

Ms. Ellerd, “Resolved, that the Board approves electronic transfers.” Ms. Hobbs seconded. The motion passed unanimously.

**J. Treasurer’s Report for August**

Mr. Ellerd, “Resolved, that the Board accepts the treasurer’s report for August.” Ms. Hobbs seconded. The motion passed unanimously.

**VIII. Board Personnel Action Items**

**A. Mari Bergerson’s Work Agreement**

Mr. Ellerd, “Resolved, that the Board approves the adjustment of Mari Bergerson’s work agreement for the 2015-2016 school year to reflect an adjustment from \$90,000 to \$100,000 with 6 additional PTO days.” Ms. Gumbiner Hungs seconded. The motion passed unanimously.

**B. Nancy Baumann’s Work Agreement**

Mr. Ellerd, “Resolved, that the Board approves the adjustment of Nancy Bauman’s work agreement for the 2015-2016 school year to reflect an adjustment from \$75,000 to \$85,000, and a one-time payment of \$7,000 in lieu of PTO days off.” Ms. Hobbs seconded. The motion passed unanimously.

**C. Wage/Salary Increases**

Mr. Ellerd, “Resolved, that the Board approves a 2.6% wage and salary adjustment for non-teaching employees who were employed prior to the 15-16 school year and who are still employed at Nova with the exception of Mari Bergerson and Nancy Baumann.” Ms. Lewine seconded. The motion passed unanimously.

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

The next regular Board meeting will be on Monday, November 23, 2015 beginning at 6:30 PM.

**X. Adjournment**

Mr. Belter moved to adjourn. Ms. Lewine seconded. The motion passed unanimously.  
The meeting adjourned at 8:58 PM.

Minutes submitted by Laura Hobbs.