

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
August 19, 2024**

**Directors Present: Colleen Hansen, Shannon Hooge, Becky Lund, Suzanne McInroy, Heather Meeker, Todd Sample, Chris Shepard, Bavi Weston**

**Directors Absent: Nneka Constantino**

**Advisors Present: Brett Wedlund, Tamra Paschall** (via Zoom), **Missy Johnson** (via Zoom), **Jesse Prins**

**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. Suzanne McInroy chaired the meeting.

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

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

**III. Consent Agenda**

- A. July 2024 minutes
- B. 1<sup>st</sup> reading of revised policy NP 305 (Section Size)
- C. 1<sup>st</sup> reading of revised policy NP 702 (Fund Balance Requirements)
- D. 1<sup>st</sup> reading of revised policy NP 503 (Tele-Related Services)
- E. Proposal for leadership development sessions with Intevation Group
- F. HR update

Mr. Shepard spoke regarding policy NP 305 and student/teacher ratios and the amount of work required to teach larger groups of students. He would like further information regarding an ideal model. There was discussion. The policy is a high-level look at enrollment. There is an item on the strategic plan to look further at class size as well as other items that look at teacher satisfaction. Ms. Weston suggested renaming the policy to clarify that it isn't setting class sizes. Mr. Sample added the importance of student numbers in balancing the budget. There was further discussion.

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

**IV. Public Comment**

There was no public comment.

**V. Reports received by the Board**

**A. Executive Director Report**

Dr. Wedlund highlighted a few items from his report including a staffing update and the staff professional development for the year. There was discussion.

**B. Board Chair Report**

Ms. McInroy will discuss the board goals during the business section.

**C. Board Committees**

**i. Governance Report**

Ms. Lund will send out the batch of policies for the special September 9<sup>th</sup> board meeting this week.

**ii. Budget and Finance Report**

Mr. Sample presented the 2024-2025 goals for the Budget & Finance Committee.

Mr. Sample, “Resolved, that the Board approves the 2024-2025 Budget & Finance goals.” Ms. Lund seconded. There was discussion. The motion passed unanimously.

Mr. Sample also highlighted that the policies presented this month meshed well with the budget and shared a few items from the financials.

**iii. ED Review Committee**

There was no report this month. They will meet in September.

**iv. Academic Excellence Report**

There was no report this month.

Ms. Hansen, “Resolved, that Shannon Hooge be added to the Academic Excellence Committee.” Ms. Lund seconded. The motion passed unanimously.

**D. Student Representative Report**

There was no report this month.

**E. NPTO Report**

Ms. Meeker gave an update about several events coming up including the Kindergarten Picnic and the other Back-to-School nights this week, the Carnival on November 9<sup>th</sup>, and their first Dine to Donate evening. The first in-person NPTO meeting will be on September 3rd.

**VI. Business**

**A. Update on Schematic Design**

Mr. Prins gave an update and shared that they plan to finish this phase in November with a presentation to the Board. It will include a site plan and estimated costs as well as timeline options. They are also working with Piper Sandler for financing options which will also be presented in November. Mr. Prins also spoke more about the storm shelter requirement. Our architect (Hay Dobbs) is proposing a timeline that gets us into the new building in the fall of 2026, but we don't have to follow it. If we do, we only have about a month to review and approve a plan. There was discussion about the storm shelter requirements. There was also discussion about sharing information with the broader community. There was discussion regarding financing. Mr. Prins shared priorities for the new building including more office space, small breakout spaces, and a space for occupational therapy, much larger locker rooms, additional gym space, and some performing arts spaces. There was further discussion.

**B. 2024-2025 Charter School Statement of Assurances**

Dr. Wedlund gave background information.

Ms. Lund, “Resolved, that the Board affirms that the responses to the nine assurances are correct.” Ms. Hansen seconded. The motion passed unanimously.

**C. Board Goals**

Ms. McInroy gave brief background information. There was discussion and some modifications were made to the finance goal for the Board to make a decision regarding financing for a building project.

Ms. Weston, “Resolved, that the Board approves the revised board goals for 2024-2025.” Ms. Sample seconded. The motion passed unanimously.

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

The next regular board meeting will be on Monday, September 30, 2024. There will be a special board meeting on Monday, September 9, 2024 beginning at 7:00 pm to have a first reading of several policies that need updating in light of statute changes from the last legislative session.

**VIII. Adjournment**

The meeting was adjourned at 7:22 p.m.

Minutes submitted by Becky Lund.