

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
May 23, 2022**

Directors Present: Mel Hernandez, Claudia Gumbiner Hungs, Divya Karan, Becky Lund, Frank Ross, Sasha Ross, Diane Ruday (via Zoom), Jennie Winter

Directors Absent: Nick LaRusso

Advisors Present: Brett Wedlund, Kriscel Estrella, Heather Gray (NPTO, via Zoom), Evan Odegard (Student Representative)

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 6:03 pm. Frank Ross led the meeting.

II. Business Meeting: Approval of Agenda

Ms. Lund moved to approve the agenda, with the amendment of removing the FY23 Testing Schedule from the Consent Agenda and moving the Student Representative Report and the NPTO Report to after Public Comment. Ms. Gumbiner Hungs seconded the motion. There was discussion. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Ms. Karan, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Ruday voted in favor. The motion passed unanimously.

III. Consent Agenda

- A. Contracted Services Agreement with Agate Social Work
- B. Contracted Services Agreement with Kristen Pecha for FY23
- C. Contracted Services Agreement with Indigo Ed for FY23 for DCD Specialist
- D. Contracted Services Agreement with Miniapple Health Consultants
- E. Revision to the Articles of Incorporation
- F. Accept the Results of the Nova Election (Suzanne McInroy and Colleen Hansen for 3-year Parent Seats and Becky Lund to a 3-year Teacher Seat)
- G. 2nd reading/ potential approval of revised policy NP 703 (Fundraising)
- H. 2nd reading/ potential approval of revised policy NP 704 (Electronic Fund Transfer)
- I. 2nd reading/ potential approval of revised policy NP 706 (Acceptance of Gifts)
- J. April 25, 2022 regular board minutes

Ms. Lund moved to approve the consent agenda. Ms. Ross seconded. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Ms. Karan, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Ruday voted in favor. The motion passed unanimously.

IV. Public Comment

There was no public comment.

V. Student Report

Mr. Odegard spoke about recent and upcoming school events; May is one of the busiest months. Ascot was last Friday with some new events, Prom on Saturday, and Student Talent Show today. Track and baseball co-ops are active. Student Senate is wrapped up,

including the election for next year and has expanded from 12 students to 16. The performance of *The Wizard of Oz* was excellent. Lunch clubs are wrapping up.

Jennie Winter arrived at 6:09.

There was discussion. Thank you to Mr. Odegard for his work with the Board this year and best of luck next year at Harvard!

VI. NPTO Report

Ms. Gray spoke about providing teachers and staff with food for Teacher Appreciation Week and the Great Gatherings Kick-Off. The NPTO raised about \$27,000 as of the 16th, which is a little less than they typically raise, but they are expecting some more money to come in as people continue to sign up for additional events. Great job to Petra Riedi for her work as the committee chair for GG!

VII. Board Training

Mr. Ross led the Board in discussion regarding trainings this past year. Board members shared what was most impactful, including the delegate versus trustee discussion, the small group time to get to know each other to better work as a team, having a trainer with lots of experience to guide our discussions. There was discussion.

VIII. Reports received by the Board

A. Executive Director Report

In addition to his report, Dr. Wedlund added that the MN legislative session closed without any significant action being taken on school finance. There was discussion.

B. Board Chair Report

Mr. Ross

C. Board Committees

i. Governance Report

There was no discussion.

ii. Finance and Budget Report

There was no discussion.

iii. Academic Excellence Report

There was no report this month.

D. Ad Hoc Committees

E. Executive Director Review Committee

There was no report this month.

IX. Business

A. Charter Contract Renewal

Beth Topoluk introduced Friends of Education and how 10 of their 12 schools are recognized as quality schools and two of them are in the top three schools in Minnesota. She walked the Board through the contract. The first 26 pages are the same for all Friends schools. The exhibits are mostly school specific. Ms. Topoluk

also highlighted items from MN Statutes 124E regarding charter schools, their purpose, and how that is shown in the contract. The contract is for a five-year period which is the longest allowed. There was discussion about the data in the various exhibits. Ms. Topoluk commended Nova’s staff for their hard work, especially over the past two years, to stay focused on how we can help all students.

Ms. Lund, “Resolved, that the Board approves the contract renewal between Nova and Friends of Education.” Ms. Gumbiner Hungs seconded. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Ms. Karan, Ms. Lund, Mr. Ross, Ms. Ross, Ms. Ruday, and Ms. Winter voted in favor. The motion passed unanimously.

Mr. Ross, “Resolved that the Board adjourn until 7:35.” Ms. Lund seconded. The motion passed unanimously.

B. FY22 Budget Revision

Dr. Wedlund spoke about the reasons behind doing the revisions at this time of year. There have been additional grants this year and we want to realign expenses to make for a smoother audit in the fall. Dr. Wedlund walked through some of the revisions.

Ms. Winter, “Resolved, that the Board approves the revised FY 2022 budget as presented in the board packet.” Ms. Karan seconded. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Ms. Karan, Ms. Lund, Mr. Ross, Ms. Ross, Ms. Ruday, and Ms. Winter voted in favor. The motion passed unanimously.

C. Board Goals Progress Discussion

Mr. Ross led a discussion regarding the six goals for the year. The last goal (strategic plan) has been postponed. We have already met goals 3 – 5. There was discussion around goal 1 and 2, both of which have had progress, but may not have been fully achieved. There was further discussion about how to evaluate goal 1’s “taking concrete steps”. Overall, there weren’t concerns with the Board’s work on these goals for the year.

D. Business Insurance Lines

Dr. Wedlund gave an update, but they are still looking for a better offer.

E. Overview of Leadership Structure

Dr. Wedlund gave background information regarding the structure and an overview of current director and coordinator/manager roles. There was discussion. Dr. Wedlund also spoke about potential changes for next year like hiring an Operations Manager to supervise some of his direct reports so that he can spend more time working on strategic pieces.

F. Emotional Culture Index

Dr. Wedlund presented a more detailed look at the staff culture index he mentioned last month. All areas are trending toward improvement except for three areas from the Administration. Dr. Wedlund’s hypothesis regarding this is that it related to some of the things the Board was working on early in 2022. There was discussion.

G. Executive Director Job Description

Mr. Ross asked for feedback or discussion relating to this job description. Ms. Winter spoke about the “Desired Qualifications” section and changing a few items to be “experiences” instead of “will do”. There was discussion. Mr. Ross asked that

board members contact him in the next week with any other further considerations. Mr. Ross has also shared this with Dr. Wedlund and with our HR Director. There was further discussion about desired years of experience.

H. **2nd Reading of the 2022-2023 Student Handbook**

Ms. Lund, “Resolved, that the Board approves the 2022-2023 Student Handbook.” Ms. Ross seconded. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Ms. Karan, Ms. Lund, Mr. Ross, Ms. Ross, Ms. Ruday, and Ms. Winter voted in favor. The motion passed unanimously. The motion passed unanimously.

I. **1st Reading of the Teaching Development and Evaluation Handbook**

The Board reviewed the handbook. Further questions or comments can be sent to Dr. Wedlund.

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

The next regular board meeting will be on June 27. There will most likely be a special meeting before then.

There was brief discussion about signing assurances for Friends of Education and upcoming meeting dates.

XI. **Adjournment:**

The meeting was adjourned at 8:41 p.m.

Minutes submitted by Becky Lund.