

**Nova Classical Academy
Board of Directors Meeting Minutes
Regular Meeting
November 24, 2025**

Directors Present: Teo Flesher, Colleen Hansen, Shannon Hooge, Becky Lund, Heather Meeker (via Zoom, medical reason), **Todd Sample, Bavi Weston, Lisa Wikman** (via Zoom, medical reason)

Directors Absent: Chris Shepard

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

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. Bavi Weston chaired the meeting.

II. Business Meeting: Approval of Agenda

Mr. Hooge moved to approve the agenda. Ms. Hansen seconded. A roll call vote was held. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. Meeker, Mr. Sample, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

III. Board Training – Classical Education

Nova Classical's Pedagogical Leads, Brandon Foat, Becky Lund, and Sara Seal, presented on "[Is It Classical?](#)" focusing on the 11 questions Nova Classical staff are using to determine if something fits with classical education or not and how the Board could utilize these questions in making decisions as well.

IV. Public Comment

There was no public comment.

V. Consent Agenda

- A. October 27, 2025 Minutes
- B. November 20, 2025 Special Minutes
- C. 2nd reading/ potential approval of revised policy NP 101 (Legal Authority of the Board)
- D. 2nd reading/ potential approval of revised policy NP 102 (Definitions)
- E. 1st reading of revised policy NP 201 (Roles and Responsibilities)
- F. 1st reading of revised policy 110 (Data Retention)

- G. 1st reading of revised policy NP 205 (Committees)
- H. Personnel Report
- I. Contracted service agreement with Propio for translation services
- J. Contracted service agreement with School Datebooks for student planners

Ms. Hansen moved to approve the consent agenda. Ms. Meeker seconded. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. Meeker, Mr. Sample, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

VI. Reports received by the Board

A. Executive Director Report

Dr. Wedlund gave an update on bonding; several pieces are in progress even tonight, but we're on target with the schedule discussed at last Thursday's special meeting. Additionally, our final audit is in the business section tonight. If everything goes as planned, we will be ready to have pricing occur the week of December 8. There was discussion.

B. Board Chair Report

Ms. Weston spoke about scheduling our December board retreat and possible topics for discussion. She proposed Monday, December 15, beginning at 6:00 pm.

C. Board Committees

a. Governance Report

There was no discussion.

b. Budget and Finance Report

Mr. Sample reviewed that the last meeting was about the building financing and that the committee hasn't done a close review of the October financials. We're 33% through the budget year and we're 33% of the way through the budget. We've received 28% of the budgeted revenue, but that's normal for this time of year.

c. ED Review Committee

There was no report this month.

d. Academic Excellence Report

There was no report this month.

D. NPTO Report

Ms. Meeker shared some information about the success of the carnival which had over 1200 people attend and raised over \$15,000. Upcoming events include Winter Break treats and ice skating in January.

VII. Business

A. Employee Handbook Revisions

Dr. Wedlund presented the revisions to the 25-26 Employee Handbook to make sure our processes and procedures are compliant with the new paid leave law which starts January 1, 2026.

Ms. Hansen, “Resolved, that the Board approves the changes to the 25-26 Employee Handbook.” Ms. Lund seconded. There was discussion. There was a roll call vote. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. Meeker, Mr. Sample, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

B. FY25 Annual Report

Dr. Johnson gave background information. There was discussion. Dr. Johnson highlighted that our demographics now include students who are two or more races. There was further discussion.

Ms. Hansen, “Resolved, that the Board approves the 2024-2025 Annual Report.” Mr. Sample seconded. There was a roll call vote. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. Meeker, Mr. Sample, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

C. FY25 Final Audit

Dr. Wedlund gave background information and walked the board through a high-level review. He explained that the language “present fairly, in all material aspects” is the newer language for a “clean and unmodified opinion”, which is the best report an audit can give. They had no findings in compliance or control difficulties. Dr. Wedlund also explained the zeroing out of Food Service. We had a 48% fund balance at the end of FY25. There was discussion. Dr. Wedlund highlighted a few additional items in the audit.

Mr. Hooge, “Resolved, that the Board accepts the FY25 final audit.” Mr. Sample seconded. There was a roll call vote. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. Meeker, Mr. Sample, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

VIII. Next Meeting Date/Agenda Items

The next regular board meeting will be on Monday, January 26, 2026, though there will be a board retreat on Monday, December 15, 2025.

IX. Adjournment

The meeting was adjourned at 7:20 p.m.

Minutes submitted by Becky Lund.