

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
July 28, 2025**

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

**Directors Absent:** Todd Sample, Chris Shepard

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

**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. Bavi Weston chaired the meeting.

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

Ms. Lund moved to approve the agenda. Mr. Hooge seconded. There was a roll call vote. Mr. Flesher, Mr. Hooge, Ms. Lund, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

**III. Board Training – Communication Best Practices**

Becky Lund provided training on [Board Communication Best Practices](#) including a review of Open Meeting Law and the Minnesota Government Data Practices Act. There was discussion throughout the training. As per board norms regarding meeting in person or remotely, the Board would prefer to encourage members to attend meetings in person, but doesn't want to mandate it at this time.

Colleen Hansen arrived at 6:02 pm.

Heather Meeker arrived at 6:04 pm.

**IV. Public Comment**

There was no public comment.

**V. Consent Agenda**

A. 2<sup>nd</sup> reading/potential approval of revised policy NP 405 (Anti-Nepotism)

- B. 1<sup>st</sup> reading/ approval of yearly-review policy 402 (Disability Nondiscrimination)
- C. 1<sup>st</sup> reading/ approval of yearly-review policy 410 (Family and Medical Leave)
- D. 1<sup>st</sup> reading/ approval of yearly-review policy 414 (Mandatory Reporting)
- E. 1<sup>st</sup> reading/ approval of yearly-review policy 515 (Protection and Privacy of Student Records)
- F. 1<sup>st</sup> reading/ approval of yearly-review policy 521 (Student Disability Nondiscrimination)
- G. 1<sup>st</sup> reading/ approval of yearly-review policy 806 (Crisis Management)
- H. Approve the SY26 Governance Committee goals
- I. June 30, 2025 Board Minutes
- J. Amendment to Contracted Services Agreement with Strategic Staffing Solutions
- K. June HR Report
- L. Add Duane Heidemann to the Academic Excellence Committee

Ms. Hansen moved to approve the consent agenda. Ms. Meeker seconded. There was discussion. There was a roll call vote. Mr. Flesher, Ms. Hansen, Mr. Hooze, Ms. Lund, Ms. Meeker, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

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

### **A. Executive Director Report**

Dr. Wedlund highlighted a few items in his report including introducing Carolyn Ferrell, our new LS Principal. He also shared that we are very close to being fully staffed for the start of the school year.

### **B. Board Chair Report**

Ms. Weston shared that she will share potential board goals and a training calendar next month. She also welcomed Lisa Wikman to the Board.

### **C. Board Committees**

#### **a. Governance Report**

There was no discussion.

#### **b. Budget and Finance Report**

There was no discussion.

#### **c. ED Review Committee**

The ED goals will be discussed in the business section.

#### **d. Academic Excellence Report**

There was no report.

**D. NPTO Report**

Ms. Meeker shared that the NPTO has raised \$9500 in sponsors for the Carnival. She also thanked Ms. Farrell for continuing to hold the LS Overnight as a Great Gathering and gave a few other updates.

**VII. Business**

**A. Expansion Update**

Mr. Prins gave an update on the work on the Design and Development phase from the past month. MDE Review and Comment report has been finished and the application has been submitted. The HRA report has been finished and submitted. They've started weekly finance calls and can now project a closing date to sell the bonds. They're also working with environmental agencies to make sure we're compliant. A site plan review has been submitted to the city of St. Paul. The RFP for a construction manager at risk has been completed and distributed to three different construction companies as well as posted on our website. Proposals are due August 19<sup>th</sup> and interviews will happen the following week.

Looking ahead, there will be a presentation at City Hall on Thursday. There are also variances that will be presented to the zoning committee. The S&P bonding call is also coming up. Mr. Prins mentioned several other upcoming meetings that will be coming up in the next month as well.

Dr. Wedlund then spoke about a due diligence report for financing to show investors that we're a good investment; it's a significant amount of information to compile in 61 different areas. The Board will sign off on this document (called Appendix A) either before or at the bonding. There was discussion. We're currently looking at a closing date of October 13, which means we're hoping to have a draft of Appendix A on August 18 with a near-final draft on August 25, but some pieces will need to remain fluid as we get more information. There was further discussion about the process.

**B. Girls Volleyball Co-Op with Unity Christian**

Dr. Wedlund gave brief background information. There was discussion.

Ms. Hansen, "Resolved, that the Board approves a Girls Volleyball Co-Op with Unity Christian." Mr. Hooge seconded. There was a roll call vote. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. Meeker, Ms. Weston, and Ms. Wikman voted in favor. The motion passed unanimously.

### **C. Enrollment Report**

Dr. Wedlund gave some historical context about the Board's request to see enrollment information. Ginger Gabor spoke about the current information and shared that applications continue to increase every year. Withdrawals are down during the school year, though we do see more at the end of the summer as families make their final decisions. There was discussion.

### **D. SY26 Executive Director Goals**

Ms. Hansen presented the draft goals and highlighted where each goal came from. There was discussion.

Ms. Meeker, "Resolved, that the Board approves the five goals:

**Goal 1:** Ensure that Nova Classical Academy is positioned to begin the 2025/2026 school year fiscally sound, measured by the following:

- i. Nova Classical Academy ends the 2024/2025 school year within 2% of our final revised budget.
- ii. Nova Classical Academy ends the year no more than 1% below projected enrollment as documented in the school's final board-approved budget and MARSS reporting system.

**Goal 2:** Complete all requirements necessary to close on facility bond financing. If, during the process, the proposed financing terms are determined not to be financially sustainable or in the long-term interest of the school, provide a timely recommendation to the Board not to proceed.

**Goal 3:** Continue to lead the facility expansion process by coordinating project partners, ensuring timely completion of required deliverables, and maintaining alignment with the school's strategic plan.

**Goal 4:** Provide effective onboarding and support for the new principal to ensure a smooth leadership transition, clear understanding of school culture, systems, and expectations, and alignment with organizational priorities.

**Goal 5:** Monitor relevant changes in state and federal education policy and funding, and make timely recommendations to the Board or take appropriate actions to adapt operations, strategy, or communications in response.

In addition to the above goals, the Executive Director has also completed the general duties of the job as explained in the Executive Director Job Description." Ms. Lund seconded. There was a roll call vote. Mr. Flesher, Ms. Hansen, Mr. Hooge, Ms. Lund, Ms. Meeker, 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, August 18, 2025. The meeting is a week earlier than usual to avoid meeting on the first day of school.

**IX. Adjournment**

The meeting was adjourned at 7:34 p.m.

Minutes submitted by Becky Lund.