

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
June 27, 2022**

**Directors Present:** Mel Hernandez, Claudia Gumbiner Hungs, Nick LaRusso, Becky Lund, Frank Ross, Sasha Ross, Jennie Winter

**Directors Absent:** Divya Karan, Diane Ruday

**Advisors Present:** Missy Johnson, Brooke Tousignant (via Zoom), Michael Pelofske (via Zoom), Joe Aliperto (Dieci Finance), Kriscel Estrella (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 6:03 pm. Frank Ross led the meeting.

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

Ms. Hernandez moved to approve the agenda. Ms. Ross seconded. The motion passed unanimously.

**III. Consent Agenda**

- A. Contracted Services Agreement with Playworks for FY23
- B. Contracted Services Agreement with Anderson Audiology Consulting for FY23
- C. Contracted Services Agreement with Teachers on Call for FY23
- D. Contracted Services Agreement with Invision Services for FY23
- E. May 23, 2022 regular board minutes
- F. FY23 Testing Calendar

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

**IV. Public Comment**

There was no public comment.

**V. Reports received by the Board**

**A. Executive Director Report**

Dr. Johnson highlighted a few details from the report: during the year 31% percent of Nova's population have tested positive for COVID; our spring

**B. Board Chair Report**

Mr. Ross spoke about timing the board meetings to see where time is being spent to ensure it is being spent on the more important issues. He also welcomed Colleen Hansen and Suzanne McInroy to the Board beginning in July.

**C. Board Committees**

**i. Governance Report**

There was no report this month.

- ii. **Finance and Budget Report**  
There was no report this month.
- iii. **ED Review Committee**  
Ms. Hungs highlighted the purpose of the closed session later in the meeting.
- iv. **Academic Excellence Report**  
There was no report this month.
- v. **NPTO Report**  
There was no report this month.
- vi. **Student Representative Report**  
There was no report this month.

Dr. LaRusso arrived at 6:08 pm.

## **VI. Business**

### **A. Employee Retention Credit**

Mr. Aliperto spoke about the employee retention credit which is for businesses that we were affected by COVID, but kept their employees. He believes we meet the requirements to receive it. This could bring in over \$2 million. Mr. Aliperto went through the application and approval process including potential issues even though he doesn't believe they will be problems for us. Additionally, a consultant is working with him on this as the process is more complex than applying for the PPP loan, but the consultant will return his fee if we don't receive this credit. There was discussion. Mr. Aliperto will be meeting with the consultant and others on Thursday to continue this process.

### **B. Business Insurance Lines**

Ms. Estrella presented the insurance lines and highlighted that the cost is less for FY23 than for FY22, but the coverage is the same. There was discussion.

Dr. LaRusso, "Resolved, that the Board approves the presented Property and Casualty Insurance Proposal." Ms. Hernandez seconded. The motion passed unanimously.

### **C. Board Calendar**

Dr. Johnson recommended moving the October 31<sup>st</sup> meeting to Tuesday, November 1. There was discussion.

Ms. Winter, "Resolved, that the Board approves the following dates for FY23:

7-31-22

8-29-22

9-26-22

11-1-22 (a Tuesday)

11-28-22

No set December meeting

1-30-23

2-27-23

3-27-23

4-24-23  
5-22-23  
6-26-23

Ms. Lund seconded. There was discussion. The motion passed unanimously. There was discussion.

Ms. Lund, “Resolved, that the July board meeting date is changed from Sunday, July 31 to Monday, July 25, 2022.” Ms. Gumbiner Hungs seconded. The motion passed unanimously.

**D. Executive Director Job Description**

Mr. Ross presented the revised ED job description. There was discussion.

Dr. LaRusso, “Resolved, that the Board approves the Executive Director job description.” Ms. Lund seconded. There was discussion. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Winter voted in favor. The motion passed unanimously.

**E. Revision to the 22-23 School Calendar**

Dr. Johnson gave background information.

Ms. Lund, “Resolved, that the Board approves making the last day of school a full school day for 22-23.” Ms. Hernandez seconded. The motion passed unanimously.

**F. 2<sup>nd</sup> Reading of the Teaching Development and Evaluation Handbook**

Dr. Johnson presented some background information.

Ms. Gumbiner Hungs, “Resolved, that the Board approves the Teaching Development and Evaluation Handbook.” Ms. Lund seconded. There was discussion. The motion passed unanimously.

**G. MSHSL Application for Cooperative Extracurricular Sponsorship with FIT Academy**

Dr. Johnson gave background information. There was discussion.

Ms. Lund, “Resolved, that the Board approves the cooperative extracurricular sponsorship with FIT Academy.” Ms. Ross seconded. There was discussion. The motion passed unanimously.

**H. MSHSL Application for Cooperative Extracurricular Sponsorship with St. Croix Lutheran**

Dr. Johnson gave background information.

Ms. Gumbiner Hungs, “Resolved, that the Board approves the cooperative extracurricular with St. Croix Lutheran.” Ms. Winter seconded. The motion passed unanimously.

**I. 4<sup>th</sup> Quarter Student Listening Sessions**

There was discussion about the listening sessions data presented to the Board. Mr. Ross added a huge thank you to the principals, teachers, and staff to making this past school year so successful.

**J. Board Goals Progress Review**

The Board met goals 3, 4, and the second 4. We postponed goal 5 until next year. We mostly met goal 2, but are only doing ED reviews twice a year (mid-year and end-of-year) instead of quarterly. We supported goal 1 in many ways, though it's harder to measure the progress. There was further discussion, especially about how to make goal 1 more measurable. There was also further discussion about an overall "grade" on how the Board met its goals; the general consensus was B/B+ range and that the Board owes thanks to Dr. Wedlund and the culmination of his leadership with his staff to achieving as much as we did this year.

**K. July Board Meeting Logistics**

Mr. Ross gave some background information about ensuring that the Board is ready for its next year. There was discussion about the process to elect officers and committee chairs and getting it written down to avoid uncertainties as one year ends and the next begins.

Ms. Hernandez, "Resolved, that existing Board roles remain in place until July, but that the Vice Chair will cover the duties of the Chair until the July meeting." Ms. Ross seconded. There was discussion. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Winter voted in favor. The motion passed unanimously.

There was discussion regarding what will happen on July 25 to set the officers and chairs for the year.

Ms. Lund, "Resolved, that interested people submit their names and a brief bio to Ms. Gumbiner Hungs if they are interested in serving as a board officer or board committee chair." Dr. LaRusso seconded. There was discussion. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Winter voted in favor. The motion passed unanimously.

Ms. Hernandez, "Resolved, that the Governance Committee be charged with drafting a clear process for electing board officers and board committee chairs each year." Ms. Lund seconded. There was discussion. The motion passed unanimously.

Mr. Ross adjourned the meeting for five minutes.

**VII. Closed Session**

The meeting was closed as permitted by section 13D.05, subdivision 3(a), to evaluate the performance of the school's Executive Director. When the meeting was reopened, the following summary was given:

A motion was made during the closed session: Ms. Lund, "Resolved, that the Board rates Dr. Wedlund as having exceeded expectations on his goals for the 21-22 school year." Ms. Winter seconded. There was discussion. A roll call vote was held. Ms. Hernandez, Ms. Gumbiner Hungs, Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Winter voted in favor. The motion passed unanimously.

In addition to the above motion, the Board also added that it recommends continuing ED goals for the strategic plan, the Communications Plan, and finances for next school year.

Another motion was made during the closed session: Ms. Hernandez, “Resolved, that Dr. Wedlund provide a written response to the Board regarding his review.” Ms. Gumbiner Hungs seconded. There was discussion. A roll call vote was held. Ms. Hernandez voted in favor. Dr. LaRusso, Ms. Lund, Mr. Ross, Ms. Ross, and Ms. Winter voted against. Ms. Gumbiner Hungs abstained. The motion failed.

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

It is with deep gratitude that the Board thanks Frank Ross for his service and leadership as Chair and Divya Karan for her service on the Board.

The next regular board meeting will be on July 25, 2022.

**IX. Adjournment:**

The meeting was adjourned at 8:25 p.m.

Minutes submitted by Becky Lund.