

Nova PTO

Meeting Minutes

February 2017

“Strengthening the Nova Community”

Our Mission: Nova Classical Academy NPTO is an organization of volunteers engaging families, teachers and staff in fostering a school community that actively supports Nova’s mission and enriches the students and the school. Any and all current Nova parents and staff are considered members. There are no dues.

1) Welcome and Roll Call (Jessie)

- a) In attendance: Eric Williams, Executive Director; Kimberly Dumitrica, Vice-Chair; Suzanne Anderson, Secretary; Jessie McClary, Chair; Liza Halverson, Treasurer; Sara Knudsen, Parent/Teacher/NPTO Chair; Marlo Corletto, Kindergarten Teacher/Parent; Claudine Altunbilek, Parent; Katie Wlaschin, Parent; Kari Williams, Parent; Ginger Gabor, Parent.
- b) Agenda Additions: Dates for upcoming Kindergarten events (Jessie)
- c) Approval of minutes from last meeting (Suzanne)- January minutes were approved.

2) Officer Reports

- a) Board Meeting Report (Jessie McClary)
 - i) The School Climate Committee is tweaking surveys and is also planning a “Doing Good Together” event to be held on April 18th which will encourage and provide projects to help the community.
 - ii) The board approved hiring Bruce Miles of Big River Consultants to help develop the strategic plan, along with input from the Nova community.
 - iii) There are openings on the governance committee for next year including 3 parent positions and one teacher position.
 - iv) The board approved February 2nd as the admissions cutoff date for grades 9th-12th.
 - v) The rain garden was approved as the focus for Nova’s spring fundraiser.

b) Executive Director's Update (Eric Williams)

- i) There are 40 RSVPs for the Monday night Rising 6th Grader event.
- ii) The enrollment lottery was today.
- iii) Strategic planning is underway and there will be a Nova community meeting on March 7th to gain a diagnosis of the school, past and present, and to ask the question, "what do you want Nova to be known for in 3 years?" This will help with a "vision statement" for the school.
- iv) Chris Rovn mentioned that there is a parent interested in organizing the Nova Fun Run, which is held the day of the Nova Carnival. It was agreed that the run is a great community building but may need to be scaled down a bit from years past.
- v) Dr. Williams and a few others are looking at bids for turf vs. natural grass. The natural grass is less expensive to put in, but requires more maintenance; therefore, they are leaning towards putting in a non-toxic artificial turf. The board would like to move quickly on this.
- vi) For the triangle piece of property purchased, Dr. Williams will be getting bids to put in black dirt and sod for immediate use of the space.
- vii) In order to cut down on carbon dioxide emissions on the Knight side of the building, it was suggested that the NPTO pay for signs that say, "no idle zone," which the City of St. Paul would install.
- viii) Dr. Williams proposed stand-up desks as a pilot program for teachers to use with their students.

c) Treasurer's Report/Development Committee Update (Liza Halverson).

- i) The current checkbook balance is \$91,325.
- ii) Our new insurance policy carries the same liability (\$1 million) as before and is good until March 2018.
- iii) Nova received a \$35 check from Amazon Smile.
- iv) The development committee is planning the spring fundraiser which will be called "Spring into Action," instead of "Sweeten," as it was called in previous years.
 - (1) The event will be raising funds for the future rain garden in front of the school.

- (2) In addition to raising funds, the event will be structured to rally volunteers.
- (3) The overall goal is to have 100% family participation (monetary and/or volunteering).
- (4) It will be a week-long, all-online event.
- d) Upper School Parent Advisory (Kimberly Dumitrica for Jane Lagerquist)
 - i) The meetings have been moved to the 3rd Thursdays of the month, right after school until 5:15pm, in hopes of having better attendance. Meetings are held in the Exhibition Hall.
 - ii) Jane is checking to see if the place where the tubing event is to take place makes snow. (Update: canceled due to warmer temperatures).

3) Quick Updates and Upcoming Events

- a) Room Parent Events (Jessie)
 - i) Rollerskating Party (Sara Knudsen)
 - (1) The all-school roller-skating party is set for March 5th.
 - (2) Notice has gone out in the Nova Notes and the flyer has been made, with the goal of having them go out the Monday before the event.
 - (3) Liza will contact Beth Hawley who has done flyers in the past.

4) Discussion/Action Items

- a) EA Appreciation Week Debrief (Sara Knudsen)
 - i) Sara sent out an e-mail to all teachers asking them to let her know who they specifically would send a note to so that every EA got a personal thank you note.
 - ii) It went well but they ended up needing more food. Extra food will be added to the sign-up genius so it'll be updated for next year.
- b) Fundraising Jump Place, Spring Break (Suzanne Anderson)
 - i) Rockin' Jump, a newly opened indoor trampoline park in Eagan, has opportunities for groups to fundraise. We would pick a date and Rockin' Jump would give back 20% of the proceeds of the guests that mention they are there for the Nova fundraiser.
 - ii) Suzanne will look into setting up a date during Spring Break and will work on making flyers and publicizing it.

c) Opera for the Young Update (Jessie McClary)

- i) Opera for the Young will take place on February 23rd and shortly after they will be asking for a deposit for next year.
- ii) Because Opera for the Young is a long-standing and much loved Nova tradition, it was decided to proceed with paying the deposit for next year.

d) Knife Check-Out (Jessie McClary)

- i) There was a random knife found in room 210, which led to some discussion on how knives are accounted for and stored for NPTO purposes.
- ii) The NPTO board decided to work with Nova to create a procedure for securing knives. This most likely will mean that a Nova staff person will keep them locked up and there will be a procedure for checking out knives for use when needed.

e) Panera Fundraiser (Sara and Liza)

- i) Liza will look into dates and will book it; Sara will do the flyers.

f) Up-coming elections for NPTO Board (Jessie)

- i) There are positions open for next year for the Vice-Chair and Treasurer's position (Liza's term in up). The Vice-Chair position is a 3-year commitment and rotates every year from Vice-Chair to Chair to Board Liaison. The position can also be split between two people.
- ii) There will be a "meet the candidate" coffee in April and elections will be held in May. The new term starts with the June meeting.

g) Great Gatherings Position (Jessie)

- i) The search continues for someone to head up Great Gatherings for next year.

5) Agenda Addition: Dates for upcoming Kindergarten events (Jessie)

- a) The Kindergarten picnic date has not yet been set due to school logistics.
- b) The Kindergarten round-up will be on April 25th in the evening. Representatives from the NPTO will be there to support teachers.

6) Public Comment on Today's Discussion-None

7) Adjourn