

Nova PTO

Meeting Minutes

January 2016

“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.

I. Welcome and Roll Call (Robin)

- A. In attendance: Jessie McClary, Co-Chair; Sara Knudsen, Co-Chair; Claire Helin, Secretary; Liz Halverson, Treasurer; Robin Cerio, Board Liaison; Beth Hawley, Board Liaison; Dr. Williams, Executive Director; Brooke Tousignant, Lower School Principal; Mari Bergerson, Upper School Principal; Jess Faulken, room parent; Melissa Hernandez, LS office manager; Jane Lagerquist, Upper School Parent Advisory Chair; Mina Lee, room parent.
- B. Agenda Review

II. Requests for additions (Robin)

- A. EA appreciation week
- B. photo booth for Nova Carnival

III. Approval of minutes from last meeting (Robin)– December Minutes were approved.

IV. Officer Reports

- A. Board Meeting Report (Robin)
 - i. The Board of Directors called a special board meeting on December 16th to approve a resolution to support the inclusion of gender identity curriculum with recommendations of material from the School Climate Committee.
 - a. There was public comment about the resolution.

- b. Paul Mason, Board Chair, explained the process in which these decisions are made and how they would move forward.
- c. The resolution to add gender identity to the anti-bullying curriculum was approved.
- d. The Board resolved to approve the recommendation of two materials by the School Climate Committee that are the start of a tool box for teachers.

B. Executive Director's Update (Dr. Williams)

- i. On January 4th Dr. Williams and members of the facilities committee met with the Director of Saint Paul Parks and Recreation to discuss the development of the field space surrounding Nova.
 - a. Saint Paul Parks and Rec is interested in turfing the field space on Montreal Ave. across from the apartments into a soccer/lacrosse field as well as a baseball field.
 - b. They are looking for an investment from Nova, so Nova has entered into a development agreement.
 - c. If the City of Saint Paul indeed develops these fields, Nova will not turf the field next to the playground to allow for possible growth of the current school building.

C. Treasurer's Report (Liza)

- i. The NPTO checking account is at \$75,000.
- ii. We have \$1,800 in outstanding checks that have not cleared the bank, most checks were issued in October and November.
 - a. In September 2014, a motion passed to allow people to cash checks within 90 days. There was discussion about alerting people that checks will be VOID in 90 days.
 - b. A motion was approved to destroy old checks from 2015 and order new ones for 2016.

- iii. There is \$4,000 in the SCRIP account. The profit has not been calculated yet, but it eventually will be rolled into the NPTO accounts.
 - a. There are only 6 SCRIP cards left; Jessie will put a note in the Nova Notes in order to sell the last cards.

D. Upper School Parent Advisory (Jane)

- i. School of Rhetoric Information Night– January 11th
 - a. Information will include the scheduling process for next school year, graduation requirements, extracurricular opportunities, and the college process.
- ii. SoL/SoR Concert Night
 - a. There was discussion about changes for the spring; food options will be available and study hall supervision prior to the concert.
- iii. Science Department update
 - a. Grades 5–12 will include more repetitive review of material.
 - b. The science department is getting new textbooks; still deciding on which ones.
- iv. Upper School Winter Treats
 - a. Students were appreciative of the winter treats in December.
 - b. There was discussion about moving treats to the Friday before break (instead of Monday); this will take some reorganization, but it is a possibility.
- v. Approval was given for an email to Upper School parents that introduces the purpose of the Upper School Parent Advisory and the parents who are representing each grade.

V. Updates and Upcoming Events

A. Room Parent Responsibilities (Robin)

- i. EA Appreciation Week is January 11th–15th.

- a. Robin and Beth will be organizing this week.
- b. There will be snacks and treats provided as well as notes of appreciation written from the Nova community.
- ii. The all-school rollerskating party is upcoming on March 6th.

VI. Discussion/Action Items

A. Photo Booth for the Carnival (Robin)

- i. Discussion about adding a photo booth to this year's Nova Carnival.
 - a. Robin proposed an option of an orthodontic office that provides a free photo booth with minimal advertising.
 - i. Several people were uncomfortable with the advertising component, wondering where do you draw the line with advertising (inside or outside the Nova community)?
 - b. A polaroid option was proposed, which may be the best privacy option.
 - c. Sara proposed the option of a self-made photo booth with cell phones (with a fun backdrop and props, etc.).
 - i. This was the most agreed upon option.
 - ii. There was discussion about using a classroom with a sign about privacy on the door.

VII. Public Comment on Today's Discussion

- A. Ms. Bergerson mentioned that the Upper School is working to move dances to Friday nights instead of Saturday nights to better accommodate staff members. However, the Black and White Dance will remain on Saturday, January 23rd.
- B. The new school calendar will be reviewed by Staff Development this week to offer feedback, and then it will be revealed to the Nova community.

VIII. Adjourn

