

Nova PTO Meeting Minutes

March 5th, 2019 4:00pm

Nova Exhibition Room

Our Mission: Nova Classical Academy PTO is an organization of volunteers who actively support the Nova Classical Academy mission and promote community within the school. The NPTO engages families, teachers and staff in fostering a school community that actively supports Nova's mission and enriches the students and the school in a manner that serves to equally benefit or level the playing field for all students, while also supporting the faculty and staff.

Board Members: Catherine Graeve, Chair; Ginger Gabor, Vice-Chair, Angela Penniman, Secretary; Kristen Gonzalez, Treasurer; Kimberly Dumitrica, Connie Knowles, Board Liaisons; Kate Tetmeyer, Carnival Chair; Jane Lagerquist, Upper School Parent Advisory Committee

1) Welcome and Roll Call (Catherine)

- a) In attendance: Catherine Graeve, Chair; Angela Penniman, Secretary; Kristen Gonzalez, Treasurer; Ginger Gabor, Vice-Chair; Connie Knowles, board liaison/teacher; Brooke Tousignant, LS Principal; Michael Pelofske, Assistant Principal; Stefanie Herschbach, great gatherings team; Jane Lagerquist, carnival/USPA; Heather Gray, parent; Andrew Dahl, parent; Bruce Coleman, parent; Sara Knudsen, teacher/parent; Dahlia Brue, parent, Lakshmi Narayanankutty, parent; Meghan Howard, parent
- b) Agenda Additions-none
- c) Approval of minutes from last meeting (January since Feb cancelled)
 - i) Minutes were approved

2) Officer Reports

- a) Board Meeting Report (Connie)
 - i) The candidate who was offered the position of Executive Director turned it down after some negotiations. On Saturday there will be a special meeting to search for a new candidate.
- b) Treasurer's Report/Development Committee Update (Kristen)
 - i) Next year's budget is being discussed and will be done soon; it should include roughly equal funds for upper and lower school. Winter treats went well. So far we've made more than we've spent this year, with a net income of \$1,194.51.
- c) Upper School Parent Advisory (Jane Lagerquist)
 - i) Last month's meeting was canceled due to snow; the next meeting will be next week.
- d) Lower School Parent Advisory
 - i) A game night scheduled for March 15th is being organized. 50 families have signed up so far. There will be bingo, board games, gym games, and a taco bar potluck.
 - ii) \$300.00 was requested for prizes and to supplement food items. Vote was approved.

3) Quick Updates and Upcoming Events

- a) Upcoming Parent Ed Nights: Behind the Screen presented by Youth Service Bureau will be held Friday April 5th, 6:45-8:00 pm in the Exhibition Hall. This coincides with the SOL spring fling dance.
 - b) Parent coffees
 - i) These have been very poorly attended when held in the afternoon during assemblies. Since they are better attended in the morning, it was decided to change them to a regular monthly schedule which will not necessarily be on the same day as assemblies.
 - c) Fundraising (ongoing)
 - i) Restaurants fundraisers: Davanni's fundraiser will be an upcoming Monday tbd, and a Panera fundraiser will be held Tuesday, May 28, 2019 4:00pm - 8:00pm
 - ii) Mission Made (Angela)
 - (1) We've been approved to sell uniform sweatshirts, and our online store is ready to go live. We are working to organize a spirit wear day that can be announced along with our new store. Water bottles with the Nova logo are being ordered.
 - d) Grade Parents Events
 - i) Roller Skating Event – recap (March 3rd)
 - (1) Looking for a volunteer to coordinate this event next year, which requires communicating with the venue and advertising the event. Stefanie Herschbach volunteered to take this over.
- 4) Discussion/Action Item
- a) Ms. Johnson art displays request
 - i) Ms. Johnson, the upper school art teacher, requested a volunteer to help her display student artwork. We decided that instead of the PTO finding volunteers, that it would be better for her to recruit volunteers in other ways. Michael Pelofski will discuss options with her. This led to a discussion about adding a PTO position that would coordinate volunteer opportunities. It could also be helpful to have a larger PTO. The logistics of adding a new position will be discussed further at our next month's meeting.
 - b) Carnival pricing
 - i) Volunteers are in the process of buying prizes now. Carnival tickets will be the same as last year, which was \$5/ticket, and two volunteer hours earns free ticket. The purpose of the carnival is not a money-making opportunity, but instead a fun community building event.
 - c) Great Gatherings
 - i) Great Gatherings will be changing to online bidding next year. After researching several different companies, Greater Giving was chosen. They charge an annual fee of \$1,995 plus credit card fees, but silent action is expected to go up 40%. It will also make billing easier, and offers the attendees to pay extra to cover the fees at checkout. It could also be used for other things like donations for senior party. If we sign a contract now, we could have the cost come out of our proceeds.
 - d) EA/Staff/Teacher Appreciation

- i) Paraprofessional Recognition Week is the first week in April and teacher appreciation week is the first week in May. Heather Gray and Dahlia Brue will help to organize EA/Staff week.
 - ii) Last year EAs and other non-teacher staff received letters from students on Tuesday, Coffee (Caribou & k-cups) and treats from the baking brigade on Wednesday, a \$5 gift card each on Thursday, and snacks/treats on Friday. Teachers received a \$5 gift card each. There was an additional hourly drawing for prizes. This year we discussed giving Nova water bottles instead of \$5 gift cards.
- e) Nova Run
 - i) For the amount of work involved in this event, and the difficulty in finding volunteers, it is simply not a big enough fundraiser to justify. This year the focus will be on the Boosterathon instead.
- 5) Public comment on today's discussion (including ideas or feedback). We can be reached at NovaPTO@gmail.com for further discussion.
- 6) Adjourn
- 7) Next Meeting: Tuesday, April 2st