

Nova PTO

Meeting Minutes

September 2015

“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 (Sam)

- A. In attendance: Samantha Fischer, Chair; Jessie McClary, Co-Chair; Sara Knudsen, Co-Chair; Claire Helin, Secretary; Liz Halverson, Treasurer; Beth Hawley, Board Liaison; Robin Cerio, Board Liaison; Dr. Williams, Executive Director; Jess Faulken, parent; Mina Lee, parent.
- B. Agenda Review

II. Requests for additions

- A. Meet the Teacher Nights
- B. Yearbook

III. Approval of minutes from last meeting– July Minutes were approved.

IV. Officer Reports

- A. Board Meeting Report (Robin)
 - i. Discussion about the Homework Survey included how the teachers/administrators are looking to implement changes from the survey and how to best roll out information to parents.
 - ii. During the business part of the meeting, there was discussion about the field and the best way to cover it (turf or grass).

B. Executive Director's Update/Advancement Committee (Mr. Williams)

- i. Looking into creating a staff lounge
 - a. Considering the second floor to bring schools together.
 - b. NPTO will consider buying furnishings; further discussion planned for the October meeting.
 - c. Dr. Williams will send a survey to all staff to gauge if a lounge/break room would be utilized.
- ii. Discussion about honors classes v. regular classes. Teachers and administrators are talking to students about work load and helping students to know what to expect.
- iii. Kate Hendrickx resigned as Activities Director, and Christopher Rovn is currently working in this position.
- iv. Facilities is getting bids on turf for the field by the playground.
 - a. Discussion about the desire for a fence to surround the school for safety. This will continue to be discussed.

C. Treasurer's Report (Liza)

- i. Our books are closed from last year.
- ii. We started the school year with \$61,274 in our account.
- iii. There have been 10 to 15 teacher grants.
- iv. During the beginning of the year events, we have brought in \$2,230 from spirit wear and locker organizers.

V. Updates and Upcoming Events

- A. Room Parent Responsibilities– The kindergarten picnic went well and fall conference meals will be discussed at the next meeting.

VI. Discussion/Action Items

A. Open House Update (Jessie)

- i. Open Houses went well. There will be a few changes for next year (i.e. buy fewer Luigi's treats).

B. Room Parent Update (Jessie/Sara)

- i. There are still many teachers that need room parents.
- ii. Nova Notes will include the need for more room parents.
- iii. Co-chairs will send out room parent information to the room parents. Room parents need to introduce themselves to their teacher.

C. Kindergarten Picnic Update (Jessie)

- i. The K picnic went well. There will be a few changes for next year (i.e. monitoring the lemonade)

D. First Day Coffees Update (Sam)

- i. Several parents communicated gratefulness for the First Day Coffee.

E. \$30.00 extra for teachers (Sara)

- i. Discussion about possibly using this money for something else (i.e. see yearbook discussion)

F. NPTO Cart (Sam)

- i. Our utility cart is being replaced because of a paint spill.

G. SCRIP fundraiser (All)

- i. Discussion about the worth of this fundraiser (the amount of effort put in with little profit last year)
- ii. Idea of doing this fundraiser at specific times (i.e. Book Fair, holidays)
- iii. Continued discussion of restructuring SCRIP or possibly stopping this fundraiser at the October meeting.

H. Book Fair Oct. 3 (Beth)

- i. This year's location is the Barnes & Noble at the Har Mar Mall.
- ii. Teachers will sign up for a time slot to read to students, and there will also be a bedtime story reading.
- iii. Discussion about fundraising from food sales; considering the Barnes & Noble Cafe instead of another location that day.

I. Development Committee Update (Sam)

- i. The Development Committee is working on policies and procedures for how to allocate money to different groups.
- ii. Some families who have been at Nova for many years are feeling “tapped out” with giving.
- iii. Originally NPTO board members were going to take turns going to the Development Committee meetings, but Sam communicated that it would be better to have a consistent member there.

J. Yearbook Coordinator (Sara)

- i. There is not a yearbook class, so this is coordinated by a teacher in the upper school and a teacher in the lower school.
- ii. It is a big job for teachers and many agree that the stipend is not enough (\$1,000– \$500 for each teacher). Discussion at the October meeting will include if the NPTO can add money to the stipend.

K. Meet the Teacher Nights (Sam)

- i. The PowerPoint is done, and the NPTO board is still figuring out the rest of the details.

VII. Public Comment on Today’s Discussion

VIII. Adjourn