

## Nova PTO Meeting Minutes

December 4th, 2018 4:00pm

### Strengthening the Nova Community

Our Mission: Nova Classical Academy PTO 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 (Catherine)
  - a. In attendance: Catherine Graeve, Chair; Angela Penniman, Secretary; Kimberly Dumitrica, board liaison; Meghan Howard, parent; Sarah Fitch, parent; Ginger Gabor, Vice-Chair; Meghan Howard, parent; Brooke Tousignant, LS principal; Mari Bergerson, US Principal
  - b. Agenda Additions
    - i. We will be looking for a new treasurer to be on the board once Kristen leaves.
  - c. Approval of minutes (Angela)
    - i. November minutes approved
2. Officer Reports
  - a. Board Meeting Report (Kimberly)
    - i. Strategic planning was the big discussion of the meeting, and the options moving forward regarding our finances and facilities. Building a new facility on our extra land is not sustainable. The three viable options discussed for the future of Nova are: 1. Selling our excess land to fund improvements to our building, 2. Growing our school, thus bringing in more funds or 3. Making large cuts to our current programs.
    - ii. Our current expenses are greater than our revenue, and it is important for the future of our school to come up with a solution to balance the budget. The board is holding a special meeting this weekend to make a decision on how fund the future of the school.
    - iii. World's Best Workforce Report was presented
    - iv. Online Survey results can be found in the board packet
  - b. Executive Director's Update (Jon Gutierrez)
    - i. Mr. Gutierrez not present. Ms. Bergerson continued the discussion on Nova's strategic 5-year plan.
  - c. Treasurer's Report/Development Committee Update (Kristen)
    - i. Kristen not present. Ginger reported that there are funds allotted for various expenses that have not been used.
  - d. Upper School Parent Advisory (Jane)
    - i. Jane not present. Ms. Tousignant reported on the LS Advisory meeting. A family game night was discussed, as well as beta testing of the silent dismissal app.
3. Quick Updates and Upcoming Events
  - a. Upcoming Parent Ed Nights
    - i. Upcoming informational night for parents and students entering School of Rhetoric will be held January 10<sup>th</sup>.
    - ii. One will also be helped for upcoming 6<sup>th</sup> grade families in February.
  - b. Fundraising
    - i. Chipotle fundraiser will be held next Tuesday.
4. Discussion/Action Items
  - a. Volunteer Portal
    - i. We discussed whether or not it is important for us to accurately keep track of parent volunteer hours.
  - b. Nova Parent presentation on Mission Made (potential fundraising): Meghan Howard
    - i. MissionMade would be an opportunity to raise money selling logo merchandise and also handmade goods through an online store.

- ii. There would be no cost to us; we'd receive 80% of proceeds of spirit ware and 20% of sales from gift products.
  - c. Paraprofessional Recognition Week
    - i. Discussed how to support them this year. Last year we purchased \$5 gift cards to Fresh Grounds, but we don't have a sense if those were popular enough to repeat.
- 5. Public comment on today's discussion
  - a. We can be reached at [NovaPTO@gmail.com](mailto:NovaPTO@gmail.com) for further discussion.
- 6. Adjourn

Next Meeting: January 9, 2019