

# ***Nova PTO***

## ***Meeting Minutes***

*December 4th, 2014*

### **“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 enriched 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/Beth)**

- A. In attendance: Robin Cerio, Chair; Beth Hawley, Chair; Melissa DeJesus Hernandez, Co-Chair; Jessie McClary, Secretary; Dr. Jennifer Marker Johnson, Treasurer; Gina Zelinka, Lower School Director; Bruce Watkins, Executive Director; Mari Bergerson, Upper School Director; Angela Whited, Nova Project Manager; Marlo Corletto, Kindergarten Teacher; Pat Bodenstab, 1<sup>st</sup> grade teacher; Faith Pawl, Room Parent; Diane Rude, Math Specialist
- B. Agenda Review

#### **II. Requests for additions**

#### **III. Approval of minutes from last meeting (Jessie)**

- A. November minutes were approved

#### **IV. Officer Reports**

- A. Board Meeting Report (Robin)
  - i. We now have additional information from the MCAs. Teachers are meeting regularly to discuss the information and make decisions about what we should do with it.
  - ii. The 2015-2016 school calendar has now been finalized according to survey results.
  - iii. As of November 24<sup>th</sup>, there were seven applications in for the Executive Director position. The process of paring them down to individuals who will get preliminary interviews has begun.
- B. Advancement Committee Update (Mr. Watkins)
  - i. The next Advancement Committee meeting will be Saturday December 6<sup>th</sup>.
  - ii. Items that will be discussed are Nova’s fundraising policy, why Give to the Max was less successful this year than in previous years, SweeTen, and the Nova Classic Run.

- C. Executive Director's Update (Mr. Watkins)
  - i. Winter continues to be a busy season for sports including both boys and girls basketball.
  - ii. The Executive Director Search Committee is now scheduling preliminary interviews for candidates, of whom there are currently around a dozen.
  - iii. The Board of Director's retreat is coming up the weekend of the thirteenth. Time will be spent reviewing new information on charter schools, discussing classical education, and reviewing board priorities and responsibilities.
  - iv. The Academic Excellence Committee will be meeting December 4<sup>th</sup>. An Upper School student who created and carried out a survey of the Upper School will be presenting it.
  - v. A big thank you to the NPTO for providing conference meals last month.
- D. Treasurer's Report (Jennifer)
  - i. Our current account balance is \$64,492.06.
  - ii. Our taxes are now completed for the year.
  - iii. Great Gatherings has gone from \$700 outstanding to \$500.
  - iv. Cartridge World fundraiser has just raised \$91.75.
- E. Upper School Parent Advisory (Beth)
  - i. Mari Bergerson, as well as many parents, attended the last meeting.
  - ii. Discussions were had regarding the School of Rhetoric information night, winter treats, and how pleased everyone is with the new uniform guidelines and changes to the demerit system.
  - iii. Also discussed was that the School of Rhetoric dances may need to have some activities that are more structured than dancing. There will be a call for volunteers to make this happen.

## **V. Updates and Upcoming Events**

- A. Room Parent Responsibilities
  - i. Conference Meals have now been successfully completed.
  - ii. Next up is Winter Break Treats, which is a 3<sup>rd</sup> grade Room Parent responsibility. The Upper School will be served on December 15<sup>th</sup>, and the Lower School on the 19<sup>th</sup>.

## **VI. Discussion/Action Items**

- A. Fall Conference Meals Recap (Melissa)
  - i. Overall it went well.
  - ii. Having conferences during a holiday week seemed to lead to missing volunteers and items to some extent.
  - iii. The bulk of items may be catered in the future to avoid this pitfall.
  - iv. A decent number of monetary donations given to the event helped to cover last minute scrambling.
- B. Parent Education Nights (Jane)

- i. Upcoming event include, “School of Rhetoric Information Night” on December 8th, and “Academic Excellence: College Readiness, Rigor, Homework and Assessing the Curriculum” on January 12<sup>th</sup>.

C. Website (Robin)

- i. Because the NPTO is a separate organization from the school, we need to create our own website.
- ii. This can be a very expensive endeavor, and the NPTO is keeping their eyes out for those who may be able to help.

D. Art Fundraiser (Robin/Beth)

- i. This is a potential fundraiser that would work with websites specializing in turning Nova’s student’s artwork into usable items.

E. Lockerbones Fundraiser Update (Jenni)

- i. The Lockerbones Fundraiser has been extremely successful.
- ii. 34 out of 65 have been sold already, totaling over \$300 in profit to date.

F. Fundraising Options (Jenni)

- i. Fundraising has been down so far this year, so the NPTO is looking for new fundraisers.
- ii. Back to School Kits for SoR. These might include a Lockerbones, a gym bag and a brochure for name bubbles.
- iii. Back to School items for SoG. Ms. Bodenstab brought up how much more successful her first graders who have bags for organizing their outdoor gear are at keeping track of it.

G. Vending Questions (Jenni)

- i. This is another fundraiser.
- ii. Jenni is looking into the logistics of having a school supply vending machine at the school.

H. Storage (Jenni)

- i. No one is currently using the metal storage cabinet that is in the hallway next to the lost and found.
- ii. The NPTO has been given permission to use it, and it may be used to store the extra Lockerbones.

**VII. Public Comment on Today’s Discussion**

**VIII. Adjourn**