

# ***Nova PTO***

## ***Meeting Minutes***

*February, 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 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; Susan Hooge, Board Liaison; Bruce Watkins, Executive Director; Mari Bergerson, Upper School Director; Angela Whited, Nova Project Manager; Marlo Corletto, Kindergarten Teacher; Sara Knudsen, Kindergarten Teacher; Stephanie Shimek-Meyer, Room Parent; Angela Wunderlich, Nova Senior; Kimberly Strand, Upper School Science teacher; Jane Farber, Room Parent
- B. Agenda Review

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

- A. Edukit (Item J)
- B. Homework Survey (Item K)
- C. Great Gatherings meetings coming up (Item L)

#### **III. Approval of minutes from last meeting-** January Minutes were approved.

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

- A. Board Meeting Report (Beth)
  - i. Much was discussed regarding Student Support Services and Upper School scheduling.
  - ii. Information on the upcoming homework surveys was presented, as well as information about exit surveys for students not planning to return.
- B. Advancement Committee Update (Mr. Watkins)
  - i. Sweet 10 will be April 6<sup>th</sup> through 10<sup>th</sup> this year. \$18,000 is the tentative goal. Money raised will go toward the remaining needed to be raised for school computers, and for science needs.
  - ii. The final cost of the computers needed for testing ended up being around \$50,000, of which \$42,000 has already been raised.
- C. Executive Director’s Update (Mr. Watkins)

- i. Eric Williams has been hired as the school's new Executive Director.
  - ii. The process has now begun for a new Lower School Director, and will be conducted similarly to the Executive Director search.
  - iii. A final 2014-2015 money forecast is currently underway to help figure out the school's budget for next year.
- D. Treasurer's Report (Jennifer)
  - i. Our account is currently right around \$63,000 which is right where it should be.
- E. Upper School Parent Advisory (Beth)
  - i. A well-attended meeting.
  - ii. A lot of great ideas were shared in regards to topics such as the Carnival, School Dances, and Staff Appreciation.
  - iii. The Homework Surveys currently going around were discussed, and the Upper School Parent Representatives agreed to create blurbs to help encourage participation.

**V. Updates and Upcoming Events**

- A. Room Parent Responsibilities
  - i. The next event coming up is the Roller Skating Party, which is March 1st. The fourth grade Room Parents are in charge of this event.

**VI. Discussion/Action Items**

- A. Proposal by seniors for us to fund their bus to Feed My Starving Children and Second Harvest Heartland. (Angela Wunderlich/Kimberly Strand)
  - i. The total cost of the bussing to go help these organizations is \$780.
  - ii. The NPTO agreed to cover \$500 of the cost.
- B. Recruit Candidates for Board (Robin/Beth)
  - i. Positions up for election next year are Co-chair, Secretary, and Treasurer.
  - ii. Anyone interested in these positions should contact the NPTO.
- C. Website (Robin/Beth)
  - i. Our new Weebly website is up and running, but due to a set of odd logistics, we are having trouble figuring out the technicalities of paying.
  - ii. The new website does not have the same capability the Nova website did for storing documents without paying considerably more. It was decided that when the new website is begun we will use Google Drive to store our files.
- D. Opera for the Young (Jenni)
  - i. Opera for the Young is coming to perform for the Lower School on February 10<sup>th</sup>.
  - ii. We have already paid the deposit, and will send them the rest after the event has occurred.
- E. Domino's Pizza Dough Raising Fundraiser (Robin/Beth)

- i. We were contacted by Domino's to see if we'd be interested in using them for a fundraiser.
  - ii. This contact from them brought up the question of if we are interested in this sort of fundraiser in general whether with Domino's or another restaurant.
  - iii. Melissa agreed to look into what some of our options may be and bring what she discovers to the next meeting.
- F. Upper School Art Department Funding Proposal (Robin/Beth)
  - i. The Upper School Art Department has asked up if we'd be willing to help them buy a display case. The display case costs \$1,800.
  - ii. We do not currently have the funds to support the buying of the case, but would be open to helping with other possibly less costly options.
- G. Paraprofessional Appreciation Week Re-cap (Robin/Beth)
  - i. We've gotten a lot of positive feedback from this event, so we're feeling that it's been successful.
  - ii. The week-long event included treats and letters of appreciation.
- H. Parent Education Nights
  - i. The next parent education night is on Monday February 10<sup>th</sup>. The topic is "Testing and Assessment, Making Sense of the ERB and MCA results".
- I. Work Orders
  - i. It is very important to fill out a work order at least three days in advance if ever you need tables for anything. Contact Melissa in the office.
- J. Edukit
  - i. The Kindergarten packet will now include a working link to Edukit which will increase participation.
  - ii. Edukit does include bags that would work as gym bags for the Upper School, and winter gear bags for the Lower School. These are at reasonable prices if we want to get them from here, but they would not raise any additional money for the school. We may be able to get better prices elsewhere.
- K. Homework Survey
  - i. These surveys are a result of the hard work of the School Life Balance Committee.
  - ii. The surveys will go out in three waves. First to the School of Rhetoric, then to the School of Logic, and finally to the School of Grammar.
  - iii. Results will be analyzed by a professional data analyzers and will be used by the school to consider possible changes.
- L. Great Gatherings
  - i. Great Gatherings Committee will be holding three meetings in the near future to recruit new members. More information to come.

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

**VIII. Adjourn**