

NPTO Meeting Minutes

January 9, 2012

Present: Julie Sheahan (Chair), Jane Lagerquist (Co-chair), Hope Schwartz (Treasurer), Linda LaFrombois, Liz Palmer (Volunteer coordinator), Tom Lockhart (4th grade room parent), Dawn Ellerd (Board Liaison), Susan Olshanski, Brian Bloomfield, Lisa Kleingarn, Kate Tetmeyer, Gail Foote

Notes taken by Carol Logie (Secretary)

I. Roll Call

II. Minutes Approved

III. Parent Check-in

1. Wooddale Funzone, March 11 (TL).
 - a) DJ Acquired
 - b) \$6 head, skates and games extra
Email Linda LaFrombois for info to go into Nova News
2. Winter Wonderland, Feb 13-17
 - a) waiting for snow, reservation for trailer has not been made yet
4th and 5th gr legacy event
3. Food for conferences well received
 - a) money donated, but labor fell short
 - (1) PROCEDURE: might need to talk about how better to take money, should have gone to PTO first then for reimbursement
 - b) teachers were thrilled
4. Opera for the Young, January 12

- a) mention in NN that partial funding provided by NPTO
- 5. School Showcase, Jan 28-29
 - a) 3rd grade, w/finger food
 - b) Hoping for big turnout due to advertising on MPR

IV. Updates

A. BoD

- 1. No meeting to report
 - a) Principal interviews will be underway this month

B. Small School Forum Tuesday, January 10

- (1) not discussing numbers but how it feels

C. Treasurers Report

- 1. Dec/Jan Revenue Highlights (Hope)
 - a) Scrip deposits: 11K
 - b) Teacher Conference meal money (NPTO deposits and then reimburses)
 - c) Target
 - d) \$800 in box tops
 - e) Next check on/around 4/15

- (1) Renewing NPTO liability insurance

D. Cookbook: more art received, need to move forward

E. NPTO tax exempt number usage, need to separate from School tax ID

- 1. School can't reimburse for sales tax

V. Development

A. Mr. Bloomfield will now attend meetings as a Dev. Committee representative and to keep abreast of NPTO doings

(1) Spring fundraiser request: Pizza Party decorations and tablecloths

(a) request for lights, etc. approved

(2) Directory Advertising Request remains in effect

(a) some food may be donated

(b) with understanding that the format of directory is still under discussion

B. Focus of DC right now is fundraising and grant applications

1. Playground

a) 120K grant efforts for 2 playground areas (City of St. Paul)

b) Move existing equipment over if we cannot sell(?)

c) Bids coming in, 10-25% is for installation, may lean on parents to do the install to save that money

2. Marketing push to reconfigure tours with a DIL video

3. New School Preparation

a) Topping off ceremony ideas (mid February): day the roof is finished, food provided for crew

(1) Construction Co to help with costs (pizza, subs, soda, etc.)
about 12 workers there at a time

(2) NPTO to explore drop off food/goodies periodically

b) NPTO/Parent Volunteer Room to be furnished!

(1) Microwave, chairs, table, photocopier

VI. Event Dates

A. Discussion of our regular events and how impacted by new school and site opportunities

(1) Uniform sale may not be on site net fall due to school open/moving issues

B. Next year's schedule is drafted (BB)

C. Carnival is on the calendar

D. Winter break 2 full weeks

E. School Toolbox

1. lists have been reconfigured and toolboxes will not be delivered to school

a) ship direct to families

F. Barnes and Noble Book Fair and related discussion of Nova library issues

1. beginning December, need to email B+N contact

VII. Fundraising for Class Trips (ID Stores)

A. Fundraising via a special shirt for a particular event

1. NPTO gets 10%

a) 8th grade trip special shirt to fundraise for trip costs

VIII. Unhandbook

A. Influx of new families next year a more casual, less official explanation of school policies

1. Linda LaFrombois + Dawn Ellerd working together to develop a pdf based, more accessible vehicle for answering parent questions concerns

- a) look at where it was left off, and make plans to move ahead

B. Support for New Families:

- (1) Make sure to reach out to SOL families (largest body of new students next year)
- (2) Possible to do as a FAQ section on the website?

IX. Nova 10th Anniversary

A. Development Committee to discuss shape and format

- 1. NPTO/Dev. Committee
 - a) Sue Peterson to utilize photo archives
 - b) Gratitude Committee

X. Disbursement of Funds (Hope):

A. NPTO to consider donation for upcoming new school needs:

- 1. PA system, Playground, computer lab.

XI. Adjourn 7:55 pm.