

Nova PTO Meeting Minutes

June 4, 2019 4:00pm

Nova Exhibition Room

Our Mission: Nova Classical Academy PTO is an organization of volunteers who actively support the Nova Classical Academy mission and promote community within the school. The NPTO engages families, teachers and staff in fostering a school community that actively supports Nova's mission and enriches the students and the school in a manner that serves to equally benefit or level the playing field for all students, while also supporting the faculty and staff.

Board Members: Catherine Graeve, Chair; Ginger Gabor, Vice-Chair, Angela Penniman, Secretary; Kristen Gonzalez, Treasurer; Kimberly Dumitrica, Connie Knowles, Board Liaisons; Kate Tetmeyer, Carnival Chair; Jane Lagerquist, Upper School Parent Advisory Committee

1) Welcome and Roll Call (Catherine)

- a) In attendance: Catherine Graeve, Chair; Angela Penniman, Secretary; Ginger Gabor, Vice-Chair; Jane Lagerquist, carnival chair/USPA; Lakshmi Narayanankutty, parent; Meghan Howard, parent; Heather Gray, parent, Brooke Tousignant, LS Principal; Missy Johnson, K-12 Admin; Connie Knowles, board liaison; Carlin Anderson, parent; Rebecca Zimmermann, parent
- b) Approval of minutes from last meeting
 - i) May minutes were approved

2) Officer Reports

- a) Board Meeting Report
 - i) The bids for transportation and insurance both came in lower than anticipated, so there will be extra funds than expected this year. Brooke's request for Playworks was approved. Latin 8 will be offered this year. A sustainability committee has been formed. Friend's of Education presented Nova a check for passing certain benchmarks. The new executive director is starting July 1st and has been meeting with faculty and board members.
- b) Treasurer's Report (Lakshmi)
 - i) For the past several years the carnival has gone over budget. While costs are going up, the budget has stayed the same, so it was suggested we increase the budget for the carnival for next year. A motion was passed to increase the carnival budget to \$9,000.
 - ii) Since we know the time of year in which we spend the bulk of our money (Great Gatherings and Carnival), Lakshmi suggests investing the money that is currently sitting in our checking account, therefore earning interest that we could collect for the school. Lakshmi is looking into short term investment options and will write up a guide explaining what she does for future treasures. A motion was approved to invest money that we do not immediately need.
- c) Graduation (Jane)
 - i) It was agreed the graduation was a beautiful and elegant celebration this year. Susan Hooge planned and chaired the hospitality for this event. We discussed posting pictures on FB to show how nice it was and as an example of what the PTO does. We also discussed the possibility of Instagram account for the PTO.

- ii) The senior picnic was a success, and the kids loved the gift baskets. 50 students were in attendance.
 - iii) Ryan Thul agreed to chair Grandparent's Day
 - d) Lower School Parent Advisory
 - i) The last meeting was at 7th Street Social, and a lot of ideas were discussed., such as having more family events, and continuing family game night. A new family orientation is being planned that would include a panel of families to answer questions. The family ambassadors program never really got off the ground, and will be attempted again next year.
- 3) Quick Updates and Upcoming Events
 - a) Last day treats
 - i) Schwans treats are organized for Thursday.
 - b) Kindergarten picnic
 - i) The kindergarten picnic will be organized by the current Kindergarten room parents. The incoming board chair typically runs this event, which will be held on August 15th.
 - c) Mission Made
 - i) The popup shop at the carnival earned \$455.79 in Total Sales
 - d) Restaurant Fundraisers
 - i) Due to the timing of the dates this year, these fundraisers were not big moneymakers. Next year we will try to choose better nights to host these events.
 - e) Carnival (Recap-Jane)
 - i) There are left over hamburgers in the freezer which have been saved for the teachers.
 - ii) Since the freezer is taking up a lot of room and only used once a year, we discussed the option of getting a refrigerator to replace it, which could be more useful. However, the freezer is good for storing the large boxes necessary for the carnival food.
- 4) 4.Discussion/Action Item
 - a) New officers
 - i) Heather Gray was voted in as the new vice-chair on the board.
 - b) Used uniform sale (Catherine)
 - i) This is done by the school, and used to raise money for uniform assistance. The PTO does not run this.
- 5) Public comment on today's discussion (including ideas or feedback). We can be reached at NovaPTO@gmail.com for further discussion.
- 6) Adjourn
 - a) Next Meeting: TBD

