

NPTO Meeting Minutes

March 7, 2013

“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.

Taken by Claudia Blumenstock, NPTO Secretary

Present: Jane Lagerquist (Chair), Susan Hooge (Co-Chair), Claudia Blumenstock (Secretary), Jodi Gallagher (Treasurer), Kate Tetmeyer, Karen Bailey, Brian Bloomfield (Executive Director), Michelle Granberg, Robin Cerio, Melissa Hernandez, Mary Corrigan, Jane Furleer, Emma Miles, Crissy Kabanuk, Nancy Bauman

- I. Welcome and Roll Call (Jane)**
 - A. Called to order at 4:04 pm.
 - B. Robin Cerio moved to approve the February minutes, Susan Hooge seconded, the motion passed unanimously.

- II. Officer Reports**
 - A. **Board Liaison** (Julie Sheahan via written report with comment by Brian Bloomfield)
 1. **Enrollment:** Nova received 979 applications for the 2013-2014 school year. The lottery process will begin sometime this week.
 2. **Proposed Nova 2013-2014 Calendar:** Mr. Bloomfield proposed a draft 2013-2014 school calendar which suggests starting the school year prior to Labor day and ending June 12, 2014. Input on the calendar will be accepted through Spring Break, and the final vote on the calendar will be held at the 4/13 meeting.
 3. **Executive Director Review** – Mr. Bloomfield’s annual review was approved and an offer of a three year contract was extended to Mr. Bloomfield.
 - B. **Treasurer (Jodi)**
 1. NPTO received \$1000 back from a reversal of fees for Great Gatherings.
 2. Currently our account balance is \$51,000.
 3. We are looking in to options to change the company through which we process credit cards. Orgs online is somewhat expensive, but would be easy to use for parents as many already use it for lunch orders. School and NPTO accounts will be totally separate. Sign up

Genius also offers a payment option through Paypal. The school is also looking at credit card options for next year. We will coordinate the two, the general feeling was that it would be easier for users if there is consistency between the NPTO and the school. We will discuss the issue again next month.

C. Development (Kate)

1. **April Sweeten Event** – This year marks the 10th anniversary of the event.
2. We have a fundraising goal of \$150,000 total for the year. We are currently at \$121,000

D. Executive Director (Brian)

1. In April the school is changing their web server host. NPTO will now be able to manage and update the NPTO site without going through the school.
2. The grill arrived, but was damaged. It will be replaced, but there was a higher shipping cost involved which the school and the NPTO will split. The total cost will be \$536.
3. Prom will take place on May 4 at the JJ Hill House, followed by an after-prom lock-in. We have budgeted \$1,500 for upper school programs. Discussion followed about allocation of the funds for the various upper school events, including the lock-in, a high school movie night, and the spring fling dance. Jane moved to allow the funds to be divided proportionately so it contributes to the middle and upper school events, at the discretion of the Executive Director; Susan seconded the motion; the motion passed unanimously.
4. Graduation will take place on June 9th. The juniors and parents of juniors will be asked to sponsor an informal gathering following the ceremony.

III. Quick Updates (Susan)

A. Conference Meals – (Karen)

1. There are still a few spots open on the sign up, primarily for Friday morning breakfast. Another email will be sent to the room parents to solicit volunteers
2. We received a \$50 gift card from Mississippi Market.
3. The coolers and set up are all set.
4. The teachers present at the meeting indicated that the meals were well received during the last round of conferences. They also thought an Italian meal would be great.

B. Teacher Appreciation – (Kate)

1. Kate asked for guidance on allocation of the \$1500 budget.
2. There is a happy hour event planned at The Muddy Pig.
3. Discussion followed about what other events the teachers would most like. The teachers present expressed a preference for events that take

place in house during the day. Coffee and treats being brought round would go over well.

IV. Review of recent events (Jane)

A. Reading Program – About 16 people attended and the program was well received.

B. Roller Skating

1. 202 people attended and no one broke any bones!
2. The \$5 fee covered the costs and the price was at a savings for families.

V. Discussion/Action Items(Jane)

A. Cookbook – (Robin)

1. Advance sales now total \$640 – 32 copies ordered. The price will increase after 3/11/13. A notice will be sent out on Facebook and in the Nova News to encourage pre-orders.
2. Discussion followed about the appropriate number of copies to order. The price per copy for an order of 100 copies is \$7.50. The price drops to \$5 per copy with an order of 200 copies. All agreed that 200 seemed like a reasonable order. The book is not dated and can be sold indefinitely. Mary motioned to order 200 copies, Jodi seconded and the motion passed unanimously.

B. Spiritwear – The spiritwear sale is ready to begin. Samples of the 20 new items will be shown in the library during school conferences 3-14 through 3-15.

C. NPTO board positions for next year – Treasurer and Co-Chair positions are still open.

D. Carnival – (Kate) – A planning meeting will take place on Monday the 11th at 4. Plans are moving forward.

VI. Adjourn – Claudia moved to adjourn, Susan seconded. The meeting was adjourned at 4:58.