

## NPTO Meeting Minutes

May 2, 2013

DRAFT

# “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, Brian Bloomfield (Executive Director), Hannah Martin, Melissa Hernandez, Mary Corrigan

- I. **Welcome and Roll Call** (Jane)
  - A. Called to order at 4:04 pm.
  - B. Agenda additions (Jane) – Next year we are thinking of moving Teacher Appreciation Week to April as there is less going on in that month. It will be better both for teachers and volunteers.
  - C. Jodi Gallagher 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) – Discussion followed about the proposed calendar for the next two years. School will start after Labor Day in the 2013-14 school year and end on June 12<sup>th</sup>. The following year, 2014-15, the school will start before Labor Day and end on June 5<sup>th</sup>, making the school year around 178 days. In addition there will be no spring conferences.
  - B. **Treasurer** (Jodi)
    1. Jodi distributed a draft of the proposed NPTO budget for next year. She invited comment and discussion. The budget will be voted on at next month’s meeting.
    2. The deadline for teacher grants is June 5<sup>th</sup>. Jodi will send a reminder
    3. Discussion followed about how to spend the left over funds from this year. We should have between \$5000 and \$7000. The teachers would greatly appreciate Elmos for the classrooms. The cost is around \$710. Hannah Martin offered to email the teachers to determine the need among the grades and the teachers.

4. Further discussion followed about budget items for next year, including an explanation of the increase in the budget for background checks. Background checks will now cover every county in MN, the state of MN and all other states,.
5. The budget for faculty and staff events has not gone up proportionally with the increase in staff over the years. Discussion followed about including guests in staff events. Those present felt that we would like the NPTO to fund guests as well. Mr. Bloomfield reported that the cost of the events with guests would be about \$3000 for the holiday party and \$700 for the other two.
6. The purchase of a large bin for recess equipment from the recess equipment fund was approved by all.
7. A request for nylon bags, like the ones sold through spiritwear, for first aid kits was made. 65 bags would be required.

### III. **Quick Updates** (Susan)

- A. Teacher Appreciation is next week.
- B. Grandparents Day is May 12. A note needs to be sent to the Baking Brigade after the Run.
- C. Usbourne Book Fair – Susan has received some teacher wishlists and has volunteers signed up.
- D. Carnival – Volunteer spots are being filled. We are still short on food volunteers. Discussion followed about using a punchcard for food purchases rather than tickets. All present agreed that it was a good idea.
- E. Last Day Treats – Wednesday June 12 – Schwann’s truck.

### IV. **Discussion/ Action Items** (Jane)

#### A. **Edukit**

1. Orders start Monday. Yard signs and posters will go up. Free shipping to school through 6/16, after that date there will be an additional \$17 fee to ship to homes.
2. Discussion followed about ordering extra kits so that they will be available at the early bird price for families enrolling after 6/16. Kate made a motion to approve spending \$1200 to purchase extra kits at the discounted rate, Jodi seconded the motion, and it passed unanimously.

#### B. **Comedy Sports**

1. Mrs. Morton would like to include the 8<sup>th</sup> grade as well.
2. The program would include break out sessions of 20 kids each, then a 45 minute performance which the whole Upper School could attend.
3. There is a \$650 fee for a sound system. We have everything needed except for some of the wireless mikes. They can quote a price for providing them if needed.

- C. **Schwanns Fundraiser** – The group discussed the possibility of a Schwanns fundraiser early in the school year next year. Funds raised could possibly be used for the purchase of a shelter for the playground. Mr. Bloomfield suggested sending out a single page of all options for

fundraising, including Scrip, etc. to make families aware of all the different ways to contribute to Nova.

- D. NPTO Board Positions** – Hannah Martin and Robin Cerio have volunteered as Co-Chairs, Melissa Hernandez for Secretary, and there are a couple of possibilities for Treasurer. Elections will be held at the June meeting.
  
- V. Review of Recent Events(Jane)**
  - A. Parent Ed** – About 25 people attended the Social Media and Healthy Boundaries .
  - B. Cookbooks** are available for sale at the front desk.
  
- VI. Adjourn** – Claudia moved to adjourn, Susan seconded. The meeting was adjourned at 5:04.