

Nova PTO

Meeting Minutes

November 2016

“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 enriches 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 (Jessie)

- a. In attendance: Eric Williams, Executive Director; Mari Bergerson, Upper School Principal; Kimberly Dumitrica, Vice-Chair; Suzanne Anderson, Secretary; Brooke Tousignant, Lower School Principal; Jess Faulken, Parent; Claire Helin, Room Parent; Jessie McClary, Chair; Kristen Gonzalez, Parent; Samantha Fischer, Board Liason; Liza Halverson, Treasurer.
- b. Agenda Additions: None
- c. Approval of minutes from last meeting (Suzanne)- October minutes were approved.

II. Officer Reports

- a. Board Meeting Report (Samantha)
 - i. The board is reading through the book, *Classical Education: The Movement Sweeping America* by Gene Edward Veith, Jr. and Andrew Kern, and discussed chapters 1-5 at the meeting.
 - ii. There was discussion on whether or not there would be a better turnout at Parent Education Nights if childcare were offered again.
- b. Executive Director’s Update (Eric Williams)
 - i. Nova closed on the baseball field shaped property to the north side of the building the last week of October.
 - ii. A facility “world café style” meeting is scheduled for November 16.
 1. The meeting will include dinner and will run from 5:30-8pm
 2. Childcare will be provided by Scholar Zone and funded by the NTPO.

3. The purpose of the meeting is to discuss what to do with the remaining \$730,000 bond money which must be used on capital improvements; otherwise, it goes back to the bond holders.
- iii. Talks are underway with the City of St. Paul regarding a traffic study to potentially vacate the two streets on the Knight side of Nova, to add some green space and do a potential build-out.
 - iv. Nova is still hoping to be able to buy the land where the apartment building would be built in the Spring of 2018.
 - v. Parents will be notified of a new end of day dismissal protocol the Tuesday after Thanksgiving.
 1. Stephanie will be at Nova until 5pm; after that, a newly hired “building attendant” will be at school from 5-7:30 or 8 to let people in and check the academic wing.
 2. Phone calls will be rerouted to the lower school and upper school.
 3. There will be a separate buzzer system for the lower school and upper school so check out will be separate for the two schools.
 - vi. The Great Gatherings Kick-Off Party is this Saturday
- c. Treasurer’s Report/Development Committee Update (Liza Halverson).
- i. The current checkbook balance is \$77,000.
 - ii. Taxes were dropped off with the accountant in early October and are due soon. Liza left a message with the accountant and is awaiting a response.
 - iii. There is \$500 in the budget for childcare; some of this could be used for the facilities meeting. The NTPO will write a check for this but also recommends leaving out a donations jar that night as well.
 - iv. The GiveMN e-mail went out today (formerly Give to the Max). The money raised will go towards indoor space.
 - v. The Development Committee is tapping into Nova alumni, specifically for attending Great Gatherings, as the alumni from the first graduating class are now 21.
- d. Upper School Parent Advisory (Mari for Jane Lagerquist)
- i. Considerations are being made for renovating the exhibition hall for use as an interdisciplinary seminar space.

1. The space would be created to look like an old English library, complete with sofas and chairs and a wood-type flooring to create a “warm” feel.
 2. Fifth graders could be invited to partake in various mini seminars in the new space.
 3. Another idea is to have a j-term seminar in the space for alumni.
- ii. Wine donations are requested for the Great Gatherings Grapes of Math event, as are volunteers.

III. Updates and Upcoming Events

- a. Room Parent Events (Jessie)
 - i. Fall conference meals
 1. Dinner catered from Boca Chica Wednesday night was a hit with the teachers, as was the continental-style breakfast and lunch on Friday.
 2. Jessie and Kimberly have compiled notes for next year and have already created next year's Sign-up Genius to refine the quantities to be more appropriate.

IV. Discussion/Action Items

- a. Restaurant Fundraiser (Sara Knudsen)-tabled until the December meeting
- b. Benches (Sara Knudsen)-tabled to December meeting
- c. Teacher appreciation idea (Sara Knudsen)-tabled to December meeting
- d. Locked Cabinets & Sign-Out (Kimberly Dumitrica)
 - i. The cabinets are now officially locked!
 - ii. NPTO items are still available to borrow; however, due to things not being returned or not returned in the same condition they were borrowed in, people will now be asked to sign things out.
 - iii. In order to sign out an item, e-mail the NPTO.
- e. Great Gatherings (Jessie McClary for Jennifer Bateman Grover)
 - i. The Kick-Off Party is not intended to make money; the tickets purchased go towards covering costs. At this point they are 20 tickets away from covering costs.

- ii. Tickets are now \$35 each; however, you don't need a paper ticket; just show up and your name will be on the list if you already paid.
 - iii. There are over 50 gatherings.
 - iv. More volunteers are needed.
 - v. Ten new tablecloths were ordered this year; in the past they were rented but the cost is the same to rent or buy.
 - vi. If there are any other Great Gatherings questions, e-mail Jennifer Bateman Grover.
- f. Orange Bracelets for Unity Day (Mrs. Tousignant)
 - i. The orange bracelets were a big hit but also very distracting for students, especially for kindergartners, as they were too big and kept falling off.
 - ii. Minimal money was donated by parents for the bracelets.
 - iii. Stickers may be a better option for next year.
- g. Grapes of Math (Jessie McClary for Jane Lagerquist)
 - i. Over 250 bottles have been collected so far.
- h. New Procedure for request of funds (Kimberly Dumitrica)
 - i. Anastasia updated the NPTO website to include a tab for a web page form that will be used to request funds; once filled out, the form will be submitted on the website which will e-mail the request to the NPTO chair.
 - ii. The NPTO Board would like at least a week to consider each request and to make sure all schools are being covered equally.
 - iii. Jessie will include this new protocol in the Nova Notes and will make sure an email is sent to teachers and staff as well.
- i. Time limit spent on discussion/action items (Kimberly Dumitrica)-tabled until December meeting.
- j. Look for people to commit to helping with one or both of the teacher appreciation and/or Grandparents' Day events (Kimberly Dumitrica)
 - i. A committee will be formed to help with Teacher Appreciation Week (May 1-5) and Grandparents' Day (April 21st).
 - ii. This opportunity will be added to the sign up genius.

V. Public Comment on Today's Discussion

VI. Adjourn