

Nova PTO Meeting Minutes

November 6th, 2018 4:00pm

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.

1. Welcome and Roll Call (Catherine)
 - a. In attendance: Catherine Graeve, Chair; Angela Penniman, Secretary; Kristen Gonzalez, treasurer; Kimberly Dumitrica, board liaison; Connie Knowles, board liaison; Beth Hawley, parent/bookfair; Heather Gray, parent; Jane Lagerquist, parent, Upper School Parent Advisory Committee, Grapes of Math, carnival; Meghan Howard, parent; Dahlia Brue, parent; Bruce Coleman, parent; Kate Kent, parent; Becky Kotnik, parent
 - b. Approval of minutes (Angela)
 - i. October minutes approved
2. Officer Reports
 - a. Board Meeting Report (Kimberly)
 - i. Nova Whole Product committee discussed their findings. The Whole Product has following three attributes, which were approved by the board: Optimal K-12 classical educational experience; safe, supportive, inclusive, forward-looking school culture; and one attractive, fully-functional urban campus.
 - ii. Executive Director search underway. 3rd party firm will be interviewing Nova community, then a search committee will use that data to define position. Jon Gutierrez's last day is July 31st with the plan to have a new person hired in time to shadow for a month, allowing for a smooth transition.
 - b. Executive Director's Update (Mr. Jon Gutierrez or Michael Pelofske)
 - i. Not present
 - c. Treasurer's Report / Development Committee Update (Kristen)
 - i. The bookfair had a profit of \$1,729, and Great Gatherings still bringing money in, with \$32,533 so far (\$1000 less than last year). PTO funds were made for teachers' classroom libraries and for teachers who moved classrooms.
 - d. Upper School Parent Advisory (Jane)
 - i. There were 19 people in attendance for the October meeting; next meeting will be next Tuesday. Discussion included speakers and new lockers. Minutes are posted on website.
 - ii. LS Advisory committee. Around 20 people in attendance. Plans are underway for sponsoring a game night, which would give families an opportunity to spend an evening together and to help build community. Next meeting will be held on the 2nd Monday in January.
3. Quick updates and upcoming events
 - a. Great Gatherings summary (Danielle, Stephanie)
 - i. Jane reported that Grapes of Math brought in \$1,900 more than last year. This year they raised the price of each bottle by \$1, and an expensive bottle was actioned. Reds are the most popular and sold out quickly.

- b. Book Fair summary (Beth)
 - i. A record number of books sold this year--271 books for 42 K-12 teachers. As always, it is a good event and community building. In past we received 15% of sales, but next year they are only giving us 8%. While some money is raised, it should be seen less of a fund raiser, and more of a community builder and a way to get teachers books. More upper school teachers submitted lists this year. Next year will be Beth's last year volunteering with this event.
 - c. Upcoming Parent Ed Nights
 - i. The PTO gave money for 3 speakers. The next event is on the topic of raising resilient kids, and will be held November 28th at 6:00-7:30, and will be a good way to introduce Ms. Cranberg, the new school counselor.
 - d. Grade Parents Events (Ginger)
 - i. Volunteers for every room except Rooge. A suggestion was made that room parents should set up the fall get-together in the spring.
 - e. Lower School Big Activities: Fall Conference Meal
 - i. Still need more volunteers to help serve the meals.
4. Discussion/Action Items
- a. Next meeting location/time (Catherine)
 - i. We discussed having one or more meetings a year at a time besides the typical 4:00. To allow for parents with varying schedules, it could be held in the evening and would not have to be limited to an hour. Jane mentioned that the meetings used to always be held at 6:30, with limited attendance. When the meetings were moved to 4:00 attendance got much better. The board members generally prefer the 4:00 time.
 - b. Volunteer Portal (all)
 - c. Thank you cards (Jane, Catherine)
 - i. Jane designed thank you notes to be sent out to everyone who made Grapes of Math donations.
 - d. Cabinet arrival (Catherine)
 - i. Should be getting new cabinets soon to keep our things organized on the mezzanine.
 - e. Mezzanine level sink request (Catherine)
 - i. The sink on the mezzanine is very small, and is hot water only. This makes washing dishes and making coffee/hot chocolate etc. very difficult. A request for a more useful sink has been made to Mr. Gutierrez, who is looking into it. We discussed trying to find a Nova parent who would be willing to put one in.
5. Public comment on today's discussion (including ideas or feedback). We can be reached at NovaPTO@gmail.com for further discussion.
6. Adjourn by 5 pm
7. Next Meeting: December 4, 2018