

NPTO Meeting Minutes

April 9, 2012

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 Linda LaFrombois, NPTO Secretary

- **Roll Call!**
Call to Order: 5:40 p.m.
Present: Julie Sheahan (Chair), Jane Lagerquist (Co-Chair), Hope Covington Schwartz (Treasurer), Dawn Ellerd (Board Liaison), Brian Bloomfield, Linda LaFrombois, Kate Tetmeyer, Andrea Berlin, Jennifer Bateman Grover, Rushika Hage, Mary Corrigan, Liz Palmer (Administrative Liaison),
- **Minutes/Agenda additions**
Draft minutes from last month were been posted online for review. Copies were circulated at the meeting. Vote was taken to approve the 3.5.12 minutes. Hope moved. Dawn seconded. Minutes approved.
- **Parent Check-in**
The Topping Off ceremony took place on Thursday, April 4. The building is coming along! The SignUp Genius push went incredibly well. Problem: everything asked for treats to be dropped at the Lower Campus; many items were dropped at the Upper Campus anyhow.

IV. Quick Updates

A. BoD Liaison Brief

A Board Meeting has not yet been held in the month of April. The next meeting is scheduled for Monday, April 23, 2012. There was a Special Meeting this afternoon in which Board members signed a Lease Aid document. The April 23 meeting will be a long meeting.

B. Room Parent Update

i. March event update

Rollerskating Party. Net \$111.00. Deposit was \$50.00. The skating facility sent a check for \$61.00. A Kindergartener got a concussion after slipping

outside of the rink. The event had lower attendance, most likely due to the late hour on a Sunday evening. The rink used this year was nicer than the one used last year.

ii. Upcoming events

MAY

5 Carnival (every grade has a booth) KT

7 PTO Meeting, 6.30 @ the Lower Campus

11 Grandparent/Special Person Day (Kindergarten helps) LP

We will need to order coffee from J&S. Grandparents drink a lot of coffee. We got the biggest coffee urn from J&S last year and it wasn't enough. We will probably need two this year. We have a \$700 budget for Grandparents Day. Liz will order the coffee; small cups. It would be nice to have airpots with hot water for tea as well.

Mrs. Morton would rather not provide treats. But Mr. Bloomfield said if treats will help the grandparents be more happy and giving, we should have treats. The PTO does have money in the budget for treats; we could supplement with bars from Kindergarten families. We will then need people for treat serving, coffee serving, student ambassadors, make name tags for grandparents that lists the room they are visiting to help direct them if lost.

Mrs. Morton asked if Development wanted to be involved in Grandparents/Special Person Day. Mr. Bloomfield affirmed that we do want to capture demographic information from them; talk to them about donating to the building; hand out the second communication of the year geared toward grandparents. No need for a tent or table for Development.

We should also have tents out at both campuses. We all agreed to schedule a separate Grandparents meeting.

11 Staff Appreciation (Grade 5 plans) JGL

There was discussion about how much of the budget/s for appreciation have already been spent. Hope confirmed that we have spent \$889.00 for ChalkTalk Productions (water bottles) from last year that wasn't paid last year; also conference meal expenses; and EA appreciation. We brought in around \$500 for conference meals that could be used. There is \$1200 left in the budget for staff appreciation.

The big event is usually one event for all teachers/faculty (last year at Shamrocks). Liz is talking with a chiropractor about complimentary massages.

JUNE

4-8 Roman Holiday, Legacy Events (Gr. 4 and 5 helps) LP

4 PTO Meeting, 6.30 @ the Lower Campus

5 Nova Olympic (3rd grade helps) JM

6 Nova Olympics(3rd grade helps) JM

8 Last Day Treats (2nd grade helps) LP

Colleen Kelly stepped forward to host a School of Rhetoric event for new students and School of Logic event.

AUGUST

? K-1 Potluck (Kindergarten plans) JGL

Needs to be planned. It generally takes place about two weeks before the start of school. Mr. Bloomfield offered that we might be able to host it at the new school with grass and new playground equipment. Mr. Bloomfield said we may be able to get the Kindergarten Class Lists to post at the event.

V. Discussion/Action Items

A. Treasurer's Report/2012-13 Budget (Hope)

The budget is attached to the minutes without actuals. Money came in from several 3M employees (approx. \$600!). Conference meal money came in.

Expenses: We've been getting a lot of Carnival expenses in.

Budget Expense Ideas: Ideas for the budget were solicited. We'd like to tweak it by May and vote on the new budget in June. We talked about purchasing picnic tables for teachers and staff to have an area to be outside in an area away from the students. Tables are about \$330 for a pack of four.

Hope suggested allocating a slush fund for items like picnic table or other needs (New Building Needs) that may come up once we are in the new school. Hope was considering a \$5000 budget for this slush fund. Brian thought that if enough money wasn't raised for the new Library, a slush fund might be used for this. We first need to create room for tables for

There is \$1500 in the UC slush budget that could be used for something like this. Bowling and pizza on the evening of the May 5 carnival?

Ribbon cutting ceremony in October. We need to be careful not to overprogram this fall, especially in August.

NPTO magnet with Nova's new address; phone number; attendance line; \$200-300 for 1000.

A rack for business cards (with pictures?) made for administration; lunch; athletics; that eases communications, especially in the office.

Nova is ordering bumper stickers and window clings with new logo.

Also consider gardening and plantings at the new building. For instance, a geometric hedge garden in the courtyard. Large urns. Should we build up the gardening/landscaping budget? Should the NPTO take a bit more of the leadership for the gardening: maintaining/changing -- a gardening committee and a playground committee?

B. PTO Officer Elections (Julie)

We are continuing to take nominations for 2012-13 NPTO officers, including Co-Chair, Secretary and Treasurer. Jodi Gallagher has been nominated for Treasurer. Nominations will close at the April meeting with elections in May. Kate Tetmeyer will approach Colleen Kelly about considering the co-Chair position for 2012-13. Looking for a PTO co-chair and secretary.

C. Peanuts Statue (Brian)

The Linus statue is near and dear to Brian's heart. He contacted the organization, TivoliToo, that created the statues for the Charles Schultz statues around town. He began with a Charlie Brown in armor idea, but was moved by Linus' oration and intellect in one of the Peanuts movies. He likes the Linus elocution with finger pointing up; we have permission from the Schultz family to do this and are still working with the foundation for copyright. The statue would be about 6' tall. They are very sturdy. Between \$12,000 and 16, 000. Great connection for the city; families would love it. Only color: gold on laurel and gold on sandals. Talked of the Nova shield for the base for him to stand on, but that is more expensive. Bronze statues would be about \$25,000. A different coating would be put on the less expensive version for outdoor use. Steel frame with industrial foam. Tivoli is based locally but does a lot of work for museums and such around the country. They need 10-12 weeks for production. Brian is shooting for the statue to be in place by August. Discussion took place over having the Carnival be or include Linus fundraising. There are enough funds to cover the playground at this point, so there was discussion about moving designation PTO playground money to the statue. We believe it would most likely be a great branding piece that shows the lighter side of Nova and gives a nice "gift" to the community.

D. Teacher Appreciation

There was discussion about how much of the budget/s for appreciation have already been spent. Hope confirmed that we have spent \$889.00 for ChalkTalk Productions (water bottles) from last year that wasn't paid last year; also conference meal expenses; and EA appreciation. We brought in around \$500 for conference meals that could be used. There is \$1200 left in the budget for staff appreciation.

The big event is usually one event for all teachers/faculty (last year at Shamrocks). Liz is talking with a chiropractor about complimentary massages.

We discussed having the event at a "neutral" place that welcomes both campus staffs equally. The Muddy Pig was thrown out; a business owned by a Nova family.

E. Carnival Update.

The welcome table is usually manned by the PTO. Kate would like there to be a PTO officer there at all times since that is where the money comes in for the wrist bands. Becky Lund and Amy Thelen already signed up. Jane Lagerquist will also do the table. Julie will be there the whole time as well.

We need to change set up and clean up times on the SignUp Genius site.

Families can sign up to volunteer in any booth, but they are assigned to grades to make sure the room parents get volunteers.

Kate will put a sign up at the Upper Campus for students to sign up to volunteer.

Kate will put this on the Nova homepage once the SweeTen event is over.

Dawn emailed Emily about maps for the Carnival.

VI. Public Comment on today's discussion None.

VII. Adjourn

Adjourned at 8:26 p.m.