

Nova PTO

Meeting Minutes

October 2015

“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 (Sam)

A. In attendance: Samantha Fischer, Chair; Jessie McClary, Co-Chair; Sara Knudsen, Co-Chair; Claire Helin, Secretary; Liz Halverson, Treasurer; Robin Cerio, Board Liaison; Dr. Williams, Executive Director; Mari Bergerson, Upper School Principal; Brooke Tousignant, Lower School Principal; Jess Faulken, room parent; Mina Lee, room parent; Melissa Hernandez, parent & LS office manager; Jennifer Bateman-Grover, Great Gatherings Chair; Amy Filo, room parent; Josephine Chung, room parent.

B. Agenda Review

II. Requests for additions (Sam)

A. No additions to the agenda.

III. Approval of minutes from last meeting (Claire)– September Minutes were approved.

IV. Officer Reports

A. Board Meeting Report (Robin)

- i. Discussion about what it means to be in the top 5%.
- ii. The board is working on specific board goals.

- iii. The board is hoping to approve a new student–parent handbook and a new employee handbook by the next board meeting.
- B. Executive Director’s Update/Advancement Committee (Dr. Williams & Mrs. Bergerson)
- i. Continued discussion on the staff break room (not calling it a “lounge”).
 - a. Since the response to the request for volunteers has been slim, Dr. Williams talked about having EAs cover lunch time for the Lower School teachers in order for the teachers to have some time away from the kids and potentially use the new Break Room.
 - b. NPTO will consider buying furnishings depending on how school requests fit with our budget for this year.
 - ii. The Upper School Parent Advisory has identified topics for the education nights, and October 19th will be a discussion of school–life balance and the results of the Homework Survey.
 - a. The School of Logic will have a mandatory study skills course.
 - b. The Upper School will be educating parents what rigor means (i.e. an AP course is approx. an hour of homework).
 - c. If a student in the Upper School signs up for 3 AP classes or more, then he/she will be signed up for a mandatory counseling session to discuss workload, etc.
 - d. The School of Logic is offering an accelerated reading class for sixth graders as an intervention to help students be on par with their classmates. This is not for students with an IEP.
- C. Treasurer’s Report (Liza)
- i. The NPTO checking account has \$60,504.
 - ii. There have been 15 teacher grants. Discussion on how to give incentives for teachers to apply.

V. Updates and Upcoming Events

- A. Room Parent Responsibilities (Sam)
 - i. Fall gatherings have been scheduled for the Lower School.
 - ii. There was discussion about the plan to streamline the directory for next year to help with parent/room parent communication.

VI. Discussion/Action Items

- A. Great Gatherings (Jennifer Bateman–Grover)
 - i. Tickets are on sale on the NPTO website for \$25. Tickets will go up in price on 10/30 to \$35. Staff receive one free ticket.
 - ii. There will be new, reusable, outdoor signage that will advertise both GG and Give to the Max.
 - iii. There will be changes with the desserts this year. Continuing with food trucks.
 - iv. They are looking for donations of wine for Grapes of Math.
 - v. Planning to have a piano man this year.
- B. SCRIP fundraiser (Liza)
 - i. Motion approved to end the SCRIP fundraiser.
 - ii. It is not a good money maker for the amount of time put in.
- C. Jostens (Liza)
 - i. Motion approved to give \$1,000 stipend for the yearbook (\$500 for each advisor).
 - ii. Ms. Kraft is looking for another advisor.
- D. Book Fair Oct. 3rd Update (Robin)
 - i. \$8,300 in sales (the second highest year thus far). NPTO will receive at least \$1,200. We will receive a final total after the online fair is completed on Oct. 8th.
 - ii. At least 230 books were donated to teachers from families, which is more than \$2,300 in value.

- iii. It was a successful transition to the Har Mall location. Volunteers and students received compliments by the staff. A huge thank you goes out to the volunteers and book fair team!
- iv. Beth and Susan are looking for new coordinators for next year. Stay tuned for information about forming the team for next year.

E. Conference Meals (Jessie)

- i. On Monday and Tuesday, the NPTO will have snacks, etc. for the Upper School teachers in the main conference room.
- ii. On 10/30 we will have breakfast food available for teachers.
- iii. 11/5 & 11/10 there will be time scheduled for teachers to come for dinner; however, the administration is still figuring out how to block time for teachers these evenings.

F. Coffee Donors (Jessie)

- i. NPTO is looking for a new coffee donor for Friday coffees. Jessie has received a few responses, so she will follow up with these leads.

G. NPTO Volunteer Sign-up (Jessie)

- i. There is a need for fall conference meal volunteers.
- ii. Kindergarten, 4th and 5th grade are still in need of a room parent for particular classes.

VII. Public Comment on Today's Discussion

VIII. Adjourn