

# Nova PTO

## Meeting Minutes

October 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; Beth Hawley, Parent/Book Fair; Jane Laugerquist, Parent; Robin Cerio, Parent/Nova Board Member; Kimberly Dumitrica, Vice-Chair; Suzanne Anderson, Secretary; Jennifer Bateman Grover, Parent/Great Gatherings Chair; Brooke Tousignant, Lower School Principal; Andrea Perzichilli, Parent; Kristina Ralstan, Parent; Jess Faulken, Parent; Claire Helin, Room Parent; Jessie McClary, Sara Knudsen, Chairs; Marlo Corletto, Parent/Kindergarten Teacher; Matt Sandgren, Parent; Ginger Gabok, Parent.
- b. Agenda Additions: Buddy Benches, Terracycle
- c. Approval of minutes from last meeting (Suzanne)- September minutes were approved.

#### **II. Officer Reports**

- a. Board Meeting Report from the August 22<sup>nd</sup> Meeting (Sara Knudsen)
  - i. The board is reading through the book, *Classical Education: The Movement Sweeping America* by Gene Edward Veith, Jr. and Andrew Kern, and will be discussing chapters 1-5 at the next meeting.
  - ii. “Systematic” was described as each teacher above and below knowing what is being taught.
  - iii. Nova was named a “Rewards School” for 2016, both the lower school and the upper school.
  - iv. St. Cloud State Magazine will be meeting with Dr. Williams about Nova being a rewards school.
  - v. Board members now have name tags to be worn both at the board meetings and at other Nova functions.

- vi. The board is exploring the possibility of having two board meetings per month in order to shorten meetings.
- vii. Yale University has requested to come to Nova to meet with students.
- viii. Mari Bergerson suggested updating the exhibition hall to make it look more “classical.”
- ix. The closing date on the new land is October 20<sup>th</sup>.
- x. The 1% COLA (Cost of Living) for staff was approved.
- xi. The step increase of 2.6% will be revisited at a later date.
- xii. The next Academic Excellence Committee meeting will be on Oct. 6<sup>th</sup>.
- xiii. The Nova Classic may not continue unless someone is willing to head up the effort.
- xiv. Nova is looking into implementing PBIS (Positive Behavioral Intervention Supports), which would provide consistent and positive wording to students.

b. Executive Director’s Update (Eric Williams)

- i. Dr. Williams met with Dennis Cheesebrow from Teamworks, International, to work on a new strategic plan.
  - 1. They will walk through the new proposal in November.
  - 2. The current strategic plan is set to expire in 2017.
  - 3. This year there are 51 new students in the Upper School, coming in with a wide range of academic needs. Now is the time to figure out how to meet those needs and reevaluate Nova’s mission and vision and how to accomplish that.
- ii. The bond refinance is under way. They are waiting and watching rates but are hoping to close earlier than the 28<sup>th</sup>, before another school closes on theirs.

c. Treasurer’s Report/Development Committee Update (Sara Knudsen for Liza Halverson)

- i. EduKit brought in ~\$2,260 this year.
- ii. The current checkbook balance is \$71,528.72
- iii. The T-shirts have surpassed the break-even point and every t-shirt we sell now is \$10 in income. There are still have several t-shirts left.

- iv. The Development Committee is working on a list of school needs for fundraising focus. Last year the focus was on outdoor space (with no visible improvements so far), which might discourage donors this year. We still need more funds for outdoor space, but would like to also focus some the fundraising this year on other areas where we could make some immediate improvements (arts, music, classroom needs, etc.).
  - v. Postcards and letters will be sent out explaining “why give to Nova” for Give to the Max Day.
  - vi. The Nova Classic will be a 2k/5k this year. 10K is too cost prohibitive. We are in need of a group of volunteers/committee to organize the event.
- d. Upper School Parent Advisory (Jane Lagerquist)
- i. The meeting minutes are posting on the website.
  - ii. The 8<sup>th</sup> graders read Tom Sawyer, then went on a “Legacy Boat Trip” down the St. Croix.
  - iii. The 9<sup>th</sup> grade retreat is this weekend at Camp St. Croix.

### **III. Updates and Upcoming Events**

- a. Room Parent Events (Jessie)
- i. Kimberly, Jessie and Jean are planning conference meals for both upper and lower schools.
  - ii. For the fall conference meals, dinner will be catered on the 26<sup>th</sup> and breakfast and lunch will be provided on the 28<sup>th</sup>, with a focus on making food items easy to grab quickly.
  - iii. A sign-up genius will go out to 2<sup>nd</sup> grade parents soon.

### **IV. Discussion/Action Items**

- a. The Giving Tree (Kimberly Dumitrica)
- i. The intent of the Giving Tree was to give people an opportunity to give extra towards something different than the gatherings.
  - ii. Last year the NPTO took this over from the Great Gatherings Team.
  - iii. A motion was passed to set a goal of raising \$1,000 through the Giving Tree to purchase a “Buddy Bench,” with any extra raised to be put towards the playground fund.
    - 1. The Buddy Bench will cost \$505 plus \$150 in shipping.

2. Brooke Tousignant stated that on a school climate satisfaction survey, 25% of all students who left comments mentioned wanting help making friends.
- b. Virtue Coffees (Kimberly Dumitrica)
    - i. Going forward, these coffees will be called “Nova Parent Coffee Connections.” By including the word “Parent,” the hope is that it will communicate that it is for all parents.
    - ii. The Nova Parents Coffee Connections will be held in conjunction with virtue assembly days.
    - iii. Typically, they are not scheduled in December or June; however, there will be one in December on the Book Character Assembly day.
  - c. Fall Get-Togethers and Volunteer Sign-ups (Kimberly Dumitrica)
    - i. The fall get-togethers are scheduled and volunteer sign-ups are available through signup genius on-line.
  - d. Book Fair (Beth Hawley)
    - i. It was Nova’s most successful book fair ever! Our goal was reached of being able to earn 20% of sales for Saturday, which the potential for earning more via on-line sales through Thursday.
    - ii. There were 251 books purchased for teachers, which is 21 more than last year.
    - iii. Beth spoke with a manager at Barnes and Noble to see if next year wish lists could be posted for teachers after the event; so far they do not have the capabilities on their website to do that. One suggestion was to use Amazon Smile to post wish lists.
  - e. Great Gatherings (Jennifer Bateman-Grover)
    - i. As of this morning, 50 tickets have been sold.
    - ii. Each staff member receives 1 free ticket, until October 28<sup>th</sup>.
    - iii. There are 20 Gatherings booked so far. The average number of gatherings is usually around 60, so there is a need for more gatherings.
    - iv. If anyone would like to host a GG event but is not sure what to do, the Great Gatherings team has a list of ideas to help you!
    - v. There will be no childcare at Great Gatherings, in part because of liability issues.

- vi. If anyone would like to attend the Great Gatherings Kick-Off Party but feels they cannot afford a ticket, they should contact the GG committee as they keep a list of unused tickets and can usually supply them one.
- f. Restaurant Fundraiser (Sara Knudsen)-tabled until the November meeting.
- g. Benches (Sara Knudsen)
  - i. They are in process of deciding which bench style to purchase.
- h. Teacher Appreciation Idea (Sara Knudsen)
  - i. Ms. Kraft, from the “BeArtrageous” program, would be willing to do a “paint your canvas” event for staff after school sometime. This topic is tabled until the November meeting.
- i. Locking Cabinets for Grapes of Math (Jane Lagerquist)
  - i. Dr. Williams reported that Joe is working on re-keying the blue cabinets in room 210 and they will be locked by the end of the week.
- j. Protocol for submitting agenda items requiring a vote (Jessie McClary)
  - i. All staff, board and parents are members of the NPTO and are able to vote on decisions that do not have to do with money coming out of the budget.
  - ii. Regardless of requiring a vote, agenda items are needed one week ahead of time so that the membership can see the agenda items and so that the NPTO Board can be educated to make recommendations.
  - iii. Agenda items may be added to the agenda at the beginning of the meeting.
- k. Protocol for making NPTO agendas public (Jessie McClary)
  - i. Agendas will be posted in the Nova Notes and on the NPTO website.

## **V. Public Comment on Today’s Discussion**

- a. Terracycle (Beth Hawley)-tabled
- b. Craft Fair fundraiser idea (Matt Sandgren)
  - i. Matt suggested the idea of having a craft fair fundraiser where artisans come together and sell their crafts. This could be done in conjunction with the carnival or another event. This will be added as an agenda item at the November meeting.

## **VI. Adjourn**