

Nova PTO

Meeting Minutes

September, 2014

“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 enriched 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 (Robin/Beth)**
 - A. In attendance: Robin Cerio, Chair; Beth Hawley, Chair; Melissa DeJesus Hernandez, Co-Chair; Jessie McClary, Secretary; Dr. Jennifer Marker Johnson, Treasurer; Susan Hooge, Board Liaison; Jane Lagerquist, Upper School Parent Advisory Committee; Jennifer Bateman-Grover, Great Gatherings Co-Chair; Gina Zelinka, Lower School Director; Bruce Watkins, Executive Director; Mari Bergerson, Upper School Director; Nancy Baumann, Nova Business Director; Jess Faulken, Room Parent; Angela Whited, Nova Project Manager; Julie Christensen, Great Gatherings Food; Marlo Corletto, Kindergarten Teacher; Sara Knudsen, Kindergarten Teacher; Jenny Rogge, Kindergarten Teacher; Missy Dykstra; Anne Kingston; Renee Boudreaux
 - B. Agenda Review
 - C. Requests for additions- Gina Zelinka has brought two Lower School requests for funds to the NPTO. Neither was resolved at this meeting. A motion was approved to resolve the issue amongst NPTO board members before the next meeting.
- II. **Approval of minutes from last meeting-** Both June and July meetings were approved
- III. **Officer Reports**
 - A. Board Meeting Report (Susan)
 - i. Authorizer came to talk to the group. Much was discussed regarding how the of the school is judged including; growth in standardized tests, how we compare to other schools, how sub-groups are doing, compliance with rules, financially, and more.
 - B. Advancement Committee Update (Held for October)

- C. Executive Director's Update (Mr. Watkins)
 - i. Back-to-school is going very well this year as evidenced by successful back to school night, parent meetings, and general feeling of smooth transitions.
- D. Treasurer's Report- End of Fiscal year Report (Jennifer)
 - i. Audit results- main account audited nicely, scrip account has technical problems that need to be resolved for future auditing.
 - ii. Update budget overage (Elmos, woodchips) - We've already donated new woodchips to the school this year. Any other extra money might be donated towards Elmos.
 - iii. Updated TCF account
 - iv. Update on Taxes- Our account currently at \$51,340 with \$855 still out in checks, one of which was from last November. There was a movement made to put a 90 day expiration on checks for the next calendar year. It was approved.
 - v. Non-profit renewal status- needs to happen in December
 - vi. Amazon Smile- a way to have a portion of all of your Amazon purchases go directly to either the NPTO, or to the school.
- E. Upper School Parent Advisory (Jane)
 - i. Increased number of reps to 3
 - ii. Have been meeting with Mr. Watkins and Ms. Bergerson to streamline

IV. Updates and Upcoming Events

- A. Room Parent Responsibilities
 - i. Kindergarten Picnic went well.
 - ii. The next big event coming up is for the 2nd Grade Parents, and is Fall Conferences (November 24th and 25th).

V. Discussion/Action Items

- A. Open House Update (Robin/Beth)
 - i. Sign-ups went well. Still a few spots to fill.
- B. Room Parent Update (Melissa)
 - i. Just a few spots left to fill.
 - ii. There will be an orientation soon.
 - iii. The first activity for the Room Parents will be the grade-specific Fall Get-Togethers.
- C. Kindergarten Picnic Update (Melissa)
 - i. Generally went very smoothly
 - ii. A few ideas were given for improvements for next year.
- D. Back-to-School Night Update (Robin/Beth)
 - i. Slideshow to be given

- E. Great Gatherings Update (Jennifer Bateman-Grover)
 - i. Great Gatherings will be very similar to last year and is the biggest fundraiser of the year for the NPTO.
 - ii. Adults only event is November 1st 2014 from 7-10pm.
 - iii. More information on the Nova website under the "Family Life" section.
- F. Great Gatherings Licensure Update (Jennifer Marker Johnson)
 - i. Liquor Licensing can be complicated. Depends on number of people coming, etcetera.
- G. Barnes and Noble Book Fair (Beth/Susan)
 - i. Saturday October 11th
 - ii. Time for teachers to submit their book request wish lists for this event
 - iii. 10% of sales go back to the NPTO
 - iv. Event includes readings by teachers all day long
- H. Spirit Wear Sale Update (Robin)
 - i. Fall sale, more information to come.
- I. Parent Education Night Update (Beth)
 - i. The next nights will be September 15th and 16th and the topic will be the new "Infinite Campus" system.

VI. Public Comment on Today's Discussion

VII. Adjourn