

NPTO Meeting Agenda

Monday, November 1st, 2010

Meeting was called to order at 4pm.

In attendance:

Hope Schwartz, Dawn Ellerd, Lisa Kleingarn, Franc Garcia, Cheryl Farr, Jane Lagerquist, Emily Smith, Mauve O'Mara, Kate Tetmeyer, Miranda Morton, Liz Palmer, Julie Sheahan

I. Roll Call! (Dawn)

II. Minutes/Agenda additions (Dawn) – Minutes from last meeting were presented and approved. No additions to the agenda.

III. Parent Check-in (Dawn)

◊Ms. Morton told the meeting that the YMCA before/after school care program needs additional children or it will end in January 2011.

◊Franc Garcia told the meeting that he will be donating the use of his cabin to members of the faculty. If faculty use their \$50 teacher grant money their names will be placed into a drawing to win a stay at his cabin.

IV. Quick Updates

A. Room parents/Work Groups (Julie/KD/Jan)

◊Dawn- room parent program is going well. Book fair and conferences are underway.

◊She said that Ms. Beebe wants to remind the meeting that the Upper Campus has a "work" groups structure. There are Social groups, social action, and legacy (non-student) groups. Liz Palmer (new volunteer coordinator) asked to be added to Room Parent and Work Group emails.

◊Liz asked if we need volunteers for Parent Day. She also asked about specifics of Room Parent program: who for each grade, etc. KD Athow will be put in touch with her to fill in the details. Julie will also help coordinate.

B. BoD Liaison Brief (Kate)

◊The Nova BOD meeting update is included in the PTO meeting packet.

C. Great Gatherings Wrap-Up (Lisa/Jen)

◊Jennifer Solon updated group on GG. There were many inconsistencies in billing and follow-up caused by the billing program. There have only been two refund checks so far. And there is still one outstanding issue-there was a last minute auction item added to GG. The item is a time-share vacation home. It was

thought that the timeshare was for destinations in Mexico and that it is valued at \$1500-2000. The details will be confirmed. The item did not sell at GG. Jennifer asked for ideas to sell this item now. There was discussion about how to promote this item and how best to sell it. The consensus in the meeting was to offer the item at an online "blind" auction. Promotion material for the auction will be sent out to the entire school. The auction details will be worked out but the idea is to open the bidding for a specific time period. Bidders then submit their best bid. Highest bidder wins. There will be a minimum placed on this item.

◊Some GG hosts have asked about promoting their events. It was decided that the Nova News was not big enough to advertise there. The room parents are asked to include a blurb in their updates as a way to promoting the parties that are still open. There will also be a bulletin board with flyers and a binder near Quinn Hall.

◊Some changes for next year's GG.

-Food-more finger food

-golf was liked but some suggestions were made to make it even more of an event.

-there will be no signing people up who are not at the event. Those at the event will have first dibs on the parties.

◊The PTO welcomes any comments to try to continue to improve the Great Gatherings event.

D. Spirit Wear (Dawn)

◊We are moving forward with identitystores.com as our spirit wear vendor. We are in the process of submitting the application now.

◊the 24 piece (\$500 set up fee) option was chosen

◊The vendor should be set up by end of November in time for the holiday season.

E. Barnes & Noble Book Fair (Dawn)

◊The book fair is scheduled for Nov 13th at the Highland location. Kate suggested using B & N gift cards purchased through the scrip program at the book fair.

V. Discussion Items

A. 2010-11 Budget

•The budget was included in the meeting packet. NPTO should have a nice balance to spend on Nova at the end of the year. Ms. Morton and Mr. Bloomingfield will give PTO a wish list at the end of the year.

•Winter event should be taken out of budget.

•6-9 "Graduation" changed to "recognition"

•Ms. Morton requested that funds be set aside for 4-5 grade "team building" events. She requested \$250 per quarter. Dawn made a motion to approve the \$750 per year expense. Jane Lagerquist seconded it. It was passed with no nays.

•Liz said she would contact 4-5 room parents to help organize.

•Dawn expressed need for more Lower Campus recognition like this.

- Dawn also said she would like more Upper Campus participation in the School Carnival to make it a true “School Wide” event.

- Budget was passed as presented with the additional \$750 for 4-5 Lower Campus events.

B. Usborne Books (Hope)

- A representative from Usborne books, Diana Johnson, came in to present their options for a Book Fair. This book fair would be during the Spring Carnival (Nova has used Scholastic in the past). Diana outlined their different incentives and types of fairs. Mauve questioned the amount that the school would get. Usborne gives a lower percentage of cash back to the school than Scholastic but a similar number of books as incentives. Usborne also has a Grant matching program that the teachers could use to buy even more books. Next step will be to present the Usborne Book idea to faculty to see which vendor they would prefer.

C. Used Uniform Sale

- ◊The idea of creating a website for parents to buy/sell used uniforms was discussed. This would be a direct pay situation that the NPTO would not be involved in.

- ◊the NPTO would still help with the uniform fund but would use money from programs like boxtops and milk caps to continue the fund.

VI. Action Items

A. 2010-11 Budget (Franc)

- ◊Was approved with changes to add Lower School 4-5 grade activities.

VII. Public Comment on today’s discussion

- none

VIII. Adjourn

Meeting adjourned at 5:05pm

Ongoing events/Attachments

- I. Treasure's Report (Franc Garcia)
See attached budget spreadsheet.
- II. BoD Liaison Report (Kate Tetmeyer)

As always, if you would like a copy of the Board mtg. packet, contact Brian Bloomfield at bbloomfield@novaclassical.org.

- IV. Friday Coffees (Kate Tetmeyer/ Kari Walker) - every Friday starting a 9 am, on the playground