

Nova PTO Meeting Notes

May 3rd, 2010

Meeting called to order at 3:58 PM

I. ROLL CALL! (Lisa)

Lisa Keljik, Kate Tetmeyer, Mary Corrigan, Miranda Morton, Jan Beebe, Julie Sheahan, Franc Garcia, Maria Marchand, Jane Lagerquist, Kirstin Hankwitz-Fisher.

II. MINUTES / AGENDA ADDITIONS (Lisa)

Review & approval of agenda.

April meeting minutes posted on Nova Website for all to review.

ONGOING ATTACHMENTS

- I. Treasurer's Report
- II. BoD Report
- III. Scrip
- IV. Friday Coffees
- V. Room Parents Events
- VI. Fundraising Policies & Teacher Awards

III. ROOM PARENT CHECK-IN (Lisa)

Room Parent Updates for May:

- 3rd grade will be hosting the L.S. Special Persons Day on May 11th/U.S will be hosting afternoon cookies and coffee.
- No Parent Education Night on May 11th hosted by 2nd grade. There will be a 6th grade orientation for new and current 5th grade families at the U.S. that evening.
- 1st grade will be hosting the L.S. Spring Concert on May 20th.

IV. QUICK UPDATES

A. BoD Liaison Brief (Kate—see attached for details)

- Please attend the BoD election forum on Thursday, May 6th, 7:00 - 8:30 pm in Quinn Hall.
- Election ballots are due May 14th by 4pm.
- Next BoD meeting is on May 17th

B. Teacher Awards (Mary-see attached for details)

- The award program has been rolled out to the faculty and is up and running.
- ALL reimbursements need to be submitted with documentation of expense.
- Many teachers have already used their teacher awards!

C. Teacher Appreciation Debrief

- Ms. Marchand said the teachers felt very appreciated! The L.S. and U.S. teachers and staff want to thank all of the parents and students for making their day so special!

D. Elections (Lisa)

- Nominations for PTO Officers took place. The following parents were nominated: Co-Chair-Julie Sheahan, Treasure- Franc Garcia, and Secretary-Hope Schwartz. Lisa Keljik nominated, Jane Lagerquist seconded and all voted in favor.

V. DISCUSSION ITEMS

A. Carnival (Kate)

- Next meeting is May 10th at 6:30 pm at Davanni's on Grand & Cleveland.
- Google Doc up and running, we need parents to sign up to make this happen!
- \$5 per person is to offset costs, not to make a profit.
- Questions-Kate Tetmeyer is the contact: kateandandy@yahoo.com

VI. NEW ITEMS

A. Yearbook Training

- Ms. Marchand and Ms. Jacobson will be attending a one-day seminar to train the teacher/parents that participate on the yearbook committee.
- There was a vote to fund \$200.00 toward the costs of this seminar for Ms. Marchand and Ms. Jacobson. Lisa Keljik made the motion, Jane Lagerquist seconded and all voted in favor.

B. U.S. Ascot "Day at the Races" (Lisa and Mary)

- Discussion about funding up to \$250 of expenses to "set up " for the new Ascot Event at the Upper School. The PTO felt comfortable and voted on spending these funds for "one time set up costs". Lisa Keljik make the motion and Jane Lagerquist seconded. All voted in favor.

C. Gardening Project (Mary)

- The group that planted the front of L.S. area was thanked for their efforts. Mary mentioned that they would like to continue the work by adding mulch, bulbs and stepping-stones to the L.S. and also make some improvements at the U.S. as well. The gardening committee asked for \$300.00 to use toward the items listed above. Lisa Keljik made a motion and Jane Lagerquist seconded. All voted in favor.

D. The “Un-Handbook” (Miranda)

- Discussion regarding next steps for the un-handbook took place. It was suggested that we make an “electronic” version of this helpful guide instead of a paper copy that is distributed. That way it can be posted on the Nova website and updated easily. Ms. Morton mentioned getting a start on it this year while so many families have experiences to share about being new. There is still no coordinator for this project. Those interested please contact Dawn Ellerd.

E. Nova BoD Forum Support (Kate)

- Kate mentioned that the PTO has supported the forum the last few years by providing coffee and treats. Mary and Kate both volunteered to make something to bring to the event.

F. Kindergarten Party Donation (Miranda)

- Ms. Morton mentioned that the \$400.00 raised by the K class party was used to buy playground equipment such as a tetherball and jump ropes. Many thanks to the K birthday party participant for their support!

VII. PARENT CHECK-IN (Lisa)

- Destination Imagination- Julie Sheahan mentioned that she attended the Destination Imagination finals and was very impressed. Jan said that she has talked to a few parents that have experience with DI and might be willing to help coordinate a team for next year. Julie and Jan will follow up about starting a DI program at Nova.

IX. PUBLIC COMMENT

There was no public comment.

X. ADJOURN

Meeting was adjourned at 5:05 pm.