



# Northfield Elementary School PTO Meeting Agenda

Co-Chairs: Cheryl George

Treasurer: Nolan Kitfield

Secretary: Carolyn Baskowski

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The Northfield Elementary School Parent-Teacher Organization is an incorporated, non-profit, 501(c)(3) tax-exempt organization that works to enrich the educational experience for the school community. The PTO works to accomplish this by aiding the Principal and Teachers, by assisting with funding for classroom supplies, school enrichment programs, field trips and activities, and by providing special events to help engage families and build a strong school community.

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## **Meeting Date: Wednesday, October 5, 2016, 6:30pm, NES Library**

### **1. Welcome & Approval of Minutes**

The minutes from the September 14, 2016 meeting will be distributed for approval

### **2. Co-Chair's Report**

- a. Co-Chair position available
- b. Bylaws
- c. Thank you from the Superintendent's Office

### **3. Principal's Report**

- a. Report from Megan Desmarais
- b. Questions for the Principal

### **4. Treasurer's Report**

- a. Budget report

### **5. Teacher Requests**

- a. New Grant Program for Teachers & Staff

### **6. Old Business**

- a. School Supplies update

### **7. New Business**

- a. New PTO Banner designs

### **8. Fundraisers**

- a. Fall Bulbs – Total profit = \$406 (online profit = \$162, paper orders profit = \$244)
- b. YTD total = \$1,336.49
- c. Cash Calendar Raffle – tickets sold during October, winners drawn in November
- d. Original Works – artwork and order forms will go home beginning of November, items delivered beginning of December
- e. Fundraising Committee Meeting – Wednesday, Oct 12<sup>th</sup>, 6:30pm, NES Library

### **9. Events**

- a. Fall Festival cancelled Oct 1<sup>st</sup>
- b. Scarecrow in the Park – Oct 22&23, Cushman Park, Bernardston; PTO will have a booth selling cider, soup and 2 desserts; volunteers to run the booth will be needed (will use Volunteer Spot)
- c. Pumpkin Carving Night – Friday, Oct 28<sup>th</sup>, 5:00-7:30pm
- d. Pumpkinfest – Saturday, Oct 29<sup>th</sup>, 2-9pm (set-up starting at 11:00am); will need volunteers for pumpkin baked goods and help working booth

### **10. Enrichment Programs**

- a. See attached list, will decide on programs for this school year
- b. LCC Grants due Oct 17<sup>th</sup>

### **11. Playground Report**

- a. New Swings – asking the Town for funding at the December Special Town Meeting, meeting with the finance committee Oct 17, attended Selectboard meeting on Oct 4
- b. CPC (Community Preservation Committee) is looking for new members
- c. Next Playground meeting – Monday, October 24<sup>th</sup>

## **Next Meeting**

Wednesday, November 2, 2016, 6:30pm, NES Library