



Northfield Elementary School PTO Meeting Agenda

Co-Chairs: Cheryl George & Breinn Robert

Treasurer: Holly Stacy

Secretary: Stacy Bond

The Northfield Elementary School Parent-Teacher Organization is an incorporated, non-profit, 501(c)(3) tax-exempt organization whose mission is to enrich the educational experience for the school community. This is accomplished by assisting with funding for classroom supplies, school enrichment programs, field trips and other activities in addition to providing special events to help engage families and build a strong school community.

Meeting Date: Wednesday, November 1, 2017, 6:30pm, NES cafeteria

1. Welcome & Approval of Minutes

The minutes from the October 4, 2017 meeting will be distributed for approval

2. Co-Chair's Report

- a. Goal for future PTO meetings
- b. Volunteers
- c. Attended Selectboard meeting – State of Our Town Dinner date set (Saturday, April 7, 2018)

3. Principal's Report

- a. See report from Megan Desmarais

4. Treasurer's Report

- a. See budget report

5. Grant Program submissions

- a. Kristen Whittle (School Nurse), Carolyn Baskowski (4th grade Teacher), Nolan Kitfield (3rd grade Teacher) and Jane Geidel (3rd grade Teacher) – grant request for \$30 to purchase six yoga mats
- b. Kristen Whittle, School Nurse – grant request for peanut free emergency snacks
- c. Carolyn Baskowski, 4th grade Teacher – grant request for \$171.25 to purchase 25 magnifying lens

6. New Business

- a. Childcare at meetings
- b. Meeting time

7. Fundraisers

- a. Box Tops report
- b. Cash Calendar Raffle report – drawings started today
- c. Original Works – sent home this week; due 11/9
- d. Holiday Fair Raffle Baskets – coordinators needed for each grade; items due Monday, 11/27
- e. Produce Sale – Friday, 11/17, 2-6pm, gym
- f. Holiday Wreath Sale – pre-orders due 11/15, pick-up/sale 11/17 during Produce Sale
- g. Garden Cinema Movie Day

8. Events

- a. Pumpkin Palooza report
- b. Holiday Fair – Saturday, December 2nd, 9am-2pm; Raffle Baskets and food
- c. Family Dance – set date
- d. Family Science Night – set date

9. Enrichment Programs

- a. LCC (Local Cultural Council) Grants submitted

10. Playground

- a. New Swings install

Next Meeting

Wednesday, December 6, 2017, 6:00pm, NES cafeteria