



# Northfield Elementary School PTO Meeting Agenda

Co-Chairs: Cheryl George & Breinn Robert

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, June 7, 2017, 6:30pm, NES Library**

**1. Welcome & Approval of Minutes**

The minutes from the May 3, 2017 meeting will be distributed for approval

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

- a. Planters installed/flowers planted
- b. Treasurer position still available for next school year
- c. Informal get-together for July
- d. Set August & September meeting dates
- e. Fundraising Meeting date (July)
- f. NES Parent Exchange Facebook Group

**3. Principal's Report**

- a. Report from Megan Desmarais

**4. Treasurer's Report**

- a. Report from Nolan Kitfield
- b. Digital PTO credit
- c. Flowers/mulch for front of school (special projects?)
- d. Pretzel rods?

**5. Teacher Requests**

- a. Lynette Snedeker, Band/Instrumental Teacher – \$225 to repair clarinets
- b. Amy Tibbetts, 2<sup>nd</sup> Grade – \$33.39 for gardening supplies
- c. Emily Arena, 5<sup>th</sup> Grade Teacher - \$70.00 for curriculum enhancement material
- d. Kitchen – \$9.52 for oven mitts (request submitted by Co-Chairs)

**6. Old Business**

- a. Nameplates – color? Budget?

**7. New Business**

- a. Renting out PTO tables?
- b. Tablecloths
- c. Mulch for garden
- d. Popsicles for field day

**8. Fundraisers**

- a. Hanging Flower Baskets report
- b. Box Tops – final collection date

**9. Events**

- a. Spring Carnival & Fun Run report
- b. Tag Sale report
- c. Golf Tournament – Saturday, June 24<sup>th</sup>
- d. Holiday Fair – December
- e. 6<sup>th</sup> Grade Graduation

**10. Enrichment Programs**

- a. Ed the Wizard – performances were May 31<sup>st</sup>
- b. Survey sent to all staff

**11. Playground Report**

- a. Swings
- b. Sandboxes

**Next Meeting - TBD**