



## Northfield Elementary School PTO Meeting Agenda

Co-Chairs: Lara Dubin & 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. We work 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: Thursday, September 17<sup>th</sup>, 6:30pm, NES Library**

**1. Welcome**

**2. Approval of Minutes**

The minutes from the August 4, 2015 meeting will be distributed for approval

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

- a. Vote on Carolyn Baskowski becoming the PTO Secretary
- b. Bylaws: distribute and vote on
- c. 501c3 status update
- d. New Website
- e. Include Teachers and Staff in the Student & Parent Directory?
- f. Thank you from Summer Playground Program

**4. Principal's Report**

**5. Treasurer's Report**

- a. Review and vote on 2015-2016 proposed budget

**6. Teacher Requests**

- a. Carolyn Baskowski, 4<sup>th</sup> grade, requesting \$49.87 to cover expenses to purchase a set books to teach a unit on The Negro Baseball Leagues

**7. Fundraisers**

- a. Fall Mums: report on sales; delivery & pick-up tomorrow, Friday, Sept 18<sup>th</sup>
- b. Meadow Farms Catalog Sale: packets will go home on Monday, Sept 28<sup>th</sup>; orders due Tues, Oct 13<sup>th</sup>; delivery end of Oct
- c. Box Tops
- d. Labels for Education

**8. Events**

- a. Ice Cream Social report
- b. Welcome Breakfast report
- c. Fall Festival: Sat, Oct 17<sup>th</sup>, 2-5
- d. Pumpkin Carving Night: Fri, Oct 23rd, 5-7:30
- e. Pumpkinfest: Sat, Oct 24<sup>th</sup>, 2-9pm

**9. Enrichment Programs**

- a. Northfield LCC (local cultural council) Grant proposals due Oct 15<sup>th</sup>
- b. The Dr. Seuss Magic Show (before Read-A-Thon, February?)
- c. Crime Scene Science
- d. Other Ideas?

**10. Playground Report**

- a. Ten Spin
- b. USA Map

**11. Old Business**

- a. School Supplies Report
- b. Gate for Playground, near Pre-K area

**12. New Business**

- a. School Website (change PTO website link)

**Next Meeting**

Thursday, October 8<sup>th</sup>, 6:30pm, NES Library