

# NES PTO MEETING MINUTES

## **Northfield Elementary School PTO Meeting Minutes**

September 16, 2014

The meeting was called to order by Lara Dubin, Chair at 6:30pm

### **In attendance**

Lara Dubin, Deb Potee, Cheryl George, Jen Glazier, Stacy Quinn, Tom King, Missy Kalinowski, Kelly Gagnon, Nolan Kitfield, Alissa Shea, Jennifer Chabott, Sue Handren

### **Guest in attendance – Sue Handren from Northfield Recreation Commission**

Northfield Community Park Committee (NCPC) is looking for volunteers to complete the committee. This town committee was formed as part of the Town's Master Plan and will be composed of volunteers who will work together to plan, analyze, design and implement a community park with recreational activities open to all citizens of Northfield. The committee will be composed of two reps from both the Recreation Commission and Open Space Committee which have already been appointed. They are looking for three more volunteers to complete the committee and would like to have a parent(s) on the committee. This committee will meet once a month.

### **Principal's Report: Tom King**

- 196 students enrolled at NES for this school year
- Focus this year on Building a Positive Learning Community
- Held an all school meeting; will be held once a month
- PARCC will be taking the place of MCAS (testing in March & May)
- New canopy installed over back door during the summer
- Bushes out front and in back by cafeteria windows (invasive burning bush) will be removed
- Yellow caution tape in back of school surrounds two sinkholes; trying to figure out drainage issues
- New ScreenFlex divider in cafeteria (around Kindergarten tables; 24ft. = \$1,500); new screen divider needed for around salad bar area; 13ft. = \$960 or 16ft. = \$1,130; some discussion about PTO purchasing new screen divider, decision to be made at a later date
- No parking in bus loop in front of school during school hours; weekends and after hours okay (decision was made with assistance from the Safety Task Force, State Police and Sheriff's Dept.)
- Lockdown drills with students will take place in October (late October with State Police)

### **Treasurer's Report: Nolan Kitfield**

- Budget for this school year \$22,000
- \$16,000 available
- \$14,000 raised last year
- Graduation proposed budget went up due to end of year bowling trip
- All in favor of approving budget for this school year

### **School Supplies Report: Kelly Gagnon**

- Under Budget; spent ~ \$1,500
- Discussion about how needed supply info is gathered from the teachers; suggestions on how to make it more efficient
- Teacher lists that are sent home to parents; show all items that are needed and then a strike line through the items the PTO purchases to show parents what the PTO purchases
- Change from WB Mason; are school supplies priced better at other times of the year

### **Fundraisers & Events for this school year (went through the list of each)**

- Kringle Candle: Kelly Gagnon, coordinator; starts Oct. 6, ends Oct. 22; delivered before Thanksgiving; 40% profit
- Movie Day at Garden Cinemas: date and movie to be decided (possibly Monday after Christmas); movie choices, "Annie", "Night at the Museum", "Paddington"; discussion about whether to survey parents and kids
- Richardson's does not do candy fundraisers; they do a gift certificate fundraiser; 15% profit; discussion about including in local coupon book; suggestion of Mo's Fudge for Valentine's instead
- Mums and Fall Bulbs: Mums will be delivered Sept. 25; Missy and Jennifer will help with unloading and pick-up

- T-Shirts: Jennifer Chabott, coordinator; website with store open all year; new logo; discussion about offering hoodies, cinch sacks, ladies cut t-shirts; 6<sup>th</sup> grade will have own t-shirts with students signing the year on the back
- 6<sup>th</sup> grade yearbook; Deb Potee may help with coordinating
- Cash Raffle in December: selling at Holly Berry Fair is an opportunity to reach out to other members of the community, not just parents
- Original Works: Theresa Tsipenyuk, coordinator
- Maple products: Stacy Quinn, coordinator
- Raffle Baskets at Holly Berry Fair: Lara Dubin, coordinator
- Fall Festival: little pumpkins needed, no bounce house, PTO tent
- PumpkinFest and Carving Night: enough tools for carving, 50/50 raffle

### **Enrichment Programs**

- Whalemobile: very large (40 ft.) inflatable whale that kids can go inside of; Northfield Dickinson Library has \$300 grant to go toward cost; possible date of event in February; discussion of ways to get all grades and classes involved
- Mister G: local children's singer/songwriter; can be flexible with pricing
- Eastern Action Sports Teams BMX Bike; show interacts with teachers, good role models for kids; will check on size of gym to see if there is enough room

### **Box Tops**

Collection end of the month; prize will still be extra recess

### **PTO to purchase folding tables/Tent**

- Discussion on purchasing folding tables to replace the old ones that are falling apart. BJ's has reasonably priced tables; good idea, decision to be made at a later date
- Discussion on whether PTO should purchase its own large event tent that could also be rented out to help out with the purchasing cost. It was decided that renting it out and storage of the tent could create problems and it may not be in the PTO's best interest at this time

### **Playground**

- Next meeting of the playground committee to be held on Wednesday, Sept. 24, 7pm, NES Library
- Fairy Garden Area just about complete; good response from teachers and kids; Fence and installation labor donated by Whitney Fence, thank you letter read, will be sent

### **Student/Parent Directory**

- Some research done to include teacher's color photos; will be very expensive (~\$1,000)
- Discussion about having the teacher directory separate from the Student/Parent Directory and maybe only printed every few years, with updates sent home each year with changes to staff
- Will also contact Ben Briggs about helping with printing (he helped with the 6<sup>th</sup> grade yearbook)

### **Next Meeting**

Tuesday, October 14<sup>th</sup>, 6:30pm, NES Library

Meeting was adjourned at 9:00pm

Submitted by Cheryl George, Secretary