

NES PTO MEETING MINUTES

Northfield Elementary School PTO Meeting Minutes

Wednesday October 4th 2017, NES Cafeteria

The meeting was called to order by Cheryl George at 6:34pm.

1. In attendance

Missy Kalinowski, Cheryl George, Holly Stacy, Joe Stacy, Sara Ray, Andrea Roman, Megan Desmarais, Breinn Robert, Ellenjo Gries, Kelly Gagnon, and Stacy Bond.

2. Approval of Minutes

The minutes from the September 13th 2017, meeting were distributed and approved.

3. Co-Chair's Report

- A) NES Directory is still in process of being updated.
- B) The PTO received a letter containing Box Tops from a (hopefully) future NES parent from California; she will reach out and thank her for her contribution
- C) Art room is lacking a sink; plumbing one in is not an option at this point; Cheryl found a couple other options for portable sinks; there is a \$1,000 portable sink option (will try to see if company would be willing to donate one) and a \$100 option (foot pedal and 5 gal buckets, traditionally used for camping); Cheryl will send a picture to Megan, will need to be run by the facilities director
- D) Nameplates for each Teacher and classroom has been an uncompleted project; currently looking for a volunteer to take it on – Ellenjo volunteered to take on this project; Simon Stamps in Turners offers \$9.90 per plate with possible discount.

4. Principal's Report

- A) See attached report from Megan Desmarais.

5. Treasurer's Report

- A) See attached Budget Report submitted by Treasurer, Holly Stacy.

6. Teacher Requests

- A) Teachers received grant form via email and in their mailbox; extra forms are in the mail/copy room; the PTO awarded the following reimbursements/grants: \$94.37 to Hillary Ferro (Art), \$99.95 to Shannon Miner (6th grade), \$94.05 to Amy Tibbetts (2nd grade) and \$116 to Ashley Fogle (K), \$79.99 to Rosa Kessler (OT), and reimbursement of \$60 to Jen Edwards.
- B) The request for +/- \$250 for materials for an engineering project for Nolan Kitfield & Jane Geidel (3rd grade) were not denied, however based on materials they needed, we request they first ask parents since they are items commonly found in households, and to then come back to us for help with items still needed. Total granted (minus the \$250) was approximately \$484.
- C) An idea arose based on some discussion about teacher requests and whether to change how money is spent/divided up, but also to see if classes can utilize closed parent group Facebook pages for various things/reasons, but also to ask about supplies, etc. that someone may have that can be used by the school for free instead of purchasing these items; Cheryl mentioned adding the idea of creating a closed parent group FB page for each grade in an upcoming PTO Newsletter.

7. Old Business

- A) None.

8. New Business

- A) Kelly mentioned that we are still collecting Campbell's Labels for Education and Cheryl said she would mention it in an upcoming Newsletter

9. Fundraisers

- A) Bulbs made approximately \$550 in profit.
- B) Cash raffle information will soon be sent out to parents. Holly Stacy is coordinator.
- C) Original works info (coordinator Theresa Tsipenyuk) will go home beginning of November.
- D) 5th grade won the recent Box Tops trophy; 4th grade won contest; participation certificates to each grade to encourage more to be collected; next collection date end of October; Missy did a nice job on the trophy! (For more information about the recent change to the prizes see attachment letter to teachers).
- E) School Note Pads, which cost less than \$1.00 a booklet, would create an efficient, organized, and uniform way to send notes to school. Possibly sell them for \$3.00 a piece with an initial complementary pad to each family? Looking for a volunteer to take this on; Cheryl will get more info

10. Events

- A) PTO will have a table at open house with some refreshments/baked goods and information
- B) Pumpkins for Pumpkin Palooza (Saturday, October 28th, 3-6pm in the cafeteria) will be ready to pick soon courtesy of Patterson Farm. Food permit all set. Looking to beat record of 352. Jr. Firefighters will help. Ticket for each pumpkin carved, names drawn and prizes awarded. Stacy needs donation letter from Cheryl to try for free donation of candles and a few large Halloween/pumpkin/fall-themed candles.
- C) Holiday Fair is around the corner (Saturday, December 2nd, 9am to 2pm). Need basket coordinators. Very excited to be getting wreaths at no cost, will sell \$15-\$20 each? Also, 5 Acre Farm has Poinsettias we could sell as well.
- D) For Family Dance, Ellenjo will contact Tom Mayo to see when/if he is available for DJ-ing. We will chose date for this at our next PTO meeting.

11. Enrichment Programs

- A) Cheryl came up with about 15 different options for enrichment programs and we narrowed it to: Starlab, It's Electric, Eversource Energy Quest, Eversource Watts-Ville, and Berkshire Hills Music Academy. Other possible options for 2018 we could budget for, Techsploration, Woodland Village, and Jo Sallins.
- LCC Grant applications due October 16th; Cheryl will submit applications
- B) Also mentioned was Chris Worth; we need to find out the number of students for Woodland Village.
- C) For Starlab, thought maybe in February? Cheryl was going to find out availability.
- D) To note as a free Music enrichment program to NES, Roger Tinknell will be playing Nov. 17th (provided by Early Education/Deb Wood).

12. Playground Report

- A) Swings to arrive week of 11/6 and need to schedule a meeting to prepare for logistics of their arrival.

Next Meeting

Wednesday, November 1st, 2017 at 6:30pm in NES cafeteria.

Meeting was adjourned at 8:07pm

Submitted by Stacy Bond, Secretary