

NES PTO MEETING MINUTES

Northfield Elementary School PTO Meeting Minutes

November 2, 2016

The meeting was called to order by Cheryl George at 6:35pm

In attendance: Cheryl George, Breinn Robert, Missy Kalinowski, Holly Stacy, Kelly Gagnon, Nolan Kitfield, Carolyn Baskowski, Megan Desmarais, Lara Dubin, and Denis Murphy (from Kiwanis)

1. Welcome & Approval of Minutes

The minutes from the October 5, 2016, meeting were distributed and approved.

2. Co-Chair's Report

- a. Cheryl thanked everyone for their contributions and hard work on Scarecrow in the Park, Pumpkin Carving Night and Pumpkinfest.

3. Principal's Report

- a. See attached Principal's report.
- b. Megan told everyone that we are currently a Level 1 school which is the best academic ranking a school can have.

4. Treasurer's Report

- a. See attached Budget report
- b. Fundraising Committee report (Cheryl George, Breinn Robert, and Megan Desmarais in attendance at October 12th meeting). So far this year \$3,300 has been raised. It is projected that we will be able to make just over \$10,000 with the other fundraisers planned for the rest of the school year. Will reevaluate in the spring where we are at for fundraising versus budget.

5. Teacher Requests

- a. Amy Tibbetts, 2nd grade teacher, requested \$25 for the fairy house project. The PTO approved this request.
- b. Daphne Clark, Pre-K teacher, requested \$396 for one roll of laminating film. Megan will gather more information before the PTO makes a final decision on this request; tabled until Dec. meeting
- c. Ashley Fogle, Kindergarten teacher, is using \$69.53 of her classroom grant money to purchase supplies for a classroom fish tank. The PTO will reimburse her this amount.

6. Old Business

- a. The new PTO banner was ordered and used at Scarecrow in the Park and Pumpkinfest. It looks great! Thank you to Kelly Gagnon for coordinating this project.

7. New Business

- a. No candles were allowed at this year's Pumpkinfest due to insurance issues. NES carved 352 pumpkins, so this was a big disappointment. A discussion has started about Northfield having their own Fall Festival/Pumpkin Fest in the future. Denis Murphy, from Kiwanis, mentioned that they could provide insurance. More discussion will be needed to follow up on this idea
- b. Concessions at basketball games on Saturdays? from 9-1? No food and drink is allowed in the gym, so the cafeteria was mentioned as an option. No final decision made, still in discussion, volunteers would be needed

8. Fundraisers

- a. Cash Calendar Raffle winners drawn in November; profit was approx. \$870
- b. Original Works – artwork and order forms are going home very soon (this week). Order forms are due back to school on November 14th. Items will be delivered the beginning of December
- c. Holiday Wreaths – order forms are going home next week and are due November 18th. Pick-up will be on November 30th. They will also be sold at The Holiday Fair

- d. Classroom coordinators for each grade are needed for the Raffle Baskets at The Holiday Fair. Flyers are going home this week. Cheryl will coordinate. Denis Murphy spoke about setting up the Kiwanis Raffle in the gym again this year. The Boy Scouts are thinking of making and selling popcorn in the gym. Denis wants to get an ad into The Northfield Newsletter and The Recorder. Cheryl will help with this.
- e. Food Table at Holiday fair – Missy will submit a donation request to C&S; donations of baked goods and soups will be needed. Breinn & Missy will coordinate
- f. The “Everything but the turkey” Farmers Market will be held on Monday, November 21st from 3:00-4:00pm for teachers & staff and from 4:00-6:00pm for families, in the cafeteria; info to go home soon
- g. Skating Day – January 2nd, tentatively 11-12; Kelly is coordinating; more info at Dec. meeting (playground fundraiser)
- h. Garden Cinema Movie Day – week of Holiday break; movie will be Sing; Kelly will call The Garden to confirm date

9. Events

- a. Scarecrow in the Park - \$519.32 profit
- b. Pumpkin Carving Night – 352 pumpkins carved; thank you to all volunteers, NPD and Junior Fire Fighters and to everyone that carved
- c. Pumpkinfest - \$566.74 profit
- d. Teacher’s Luncheon will be Wednesday, November 16th (first day of Parent/Teacher Conferences); Cheryl will discuss with Theresa about planning/coordinating

10. Enrichment Programs

- a. Cheryl submitted the LLC grants. Ed the Wizard (\$850-\$300=\$500) to be scheduled in late Feb/early March; FIREPOND (\$350-\$200=\$150) to be scheduled in February, and Tom Rlcardi, Birds of Prey (\$525-\$300= \$225) will be scheduled in December. Cheryl is checking on Wednesday, December 21st as a preferred date
- b. Total cost of programs if all grants come through = \$925 (\$1,450 budgeted)

11. Playground Report

- a. A meeting was held on October 26th; playground fundraising ideas discussed
- b. The PTO is on the warrant for Special Town Meeting, Monday, December 5th – asking the Town for \$10,000 to purchase new swings; will advertise this meeting to the school community; Cheryl will email Brian Noble to see if we can hand out flyers the night of the meeting

Next Meeting

Wednesday, December 7, 6:30pm, NES Library

Meeting was adjourned at 7:52pm

Submitted by Carolyn Baskowski, Secretary