

# NES PTO MEETING MINUTES

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

Wednesday, April 5, 2017; the meeting was called to order by Cheryl George at 6:30pm

**In attendance: Cheryl George, Breinn Robert, Megan Desmarais, Missy Kalinowski, Nolan Kitfield, Carolyn Baskowski, Stacy Bond, Robin McKeon**

### **1. Welcome & Approval of Minutes**

- a. The minutes from the March 1, 2017 meeting were distributed and approved

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

- a. The PTO can now accept credit/debit cards using Square
- b. The PTO is still looking for a Treasurer & Secretary for next school year

### **3. Principal's Report**

- a. see attached Principal's Report from Megan Desmarais

### **4. Treasurer's Report**

- a. See attached Budget Report submitted by Nolan Kitfield

### **5. Teacher Requests**

- a. Nolan Kitfield & Carolyn Baskowski, 4th grade teachers, requesting reimbursement of \$129.90 for 2 USA vinyl/poly maps and bookmaking supplies; also requested \$100 towards juggling scarves to be used in their classrooms; the PTO approved both of these requests
- b. Amy Tibbetts, 2nd Grade Teacher - 10 to 12 paperback books about amazing women in history (\$5-\$10); the PTO will reimburse Amy for her books
- c. Meghan Kratz is requesting \$200 to help with the remodel of the conference room (a rug and other accessories); the PTO approved this request

### **6. Old Business**

- a. The Garden Club Grant not filed in time; will plan again next year

### **7. New Business**

- a. A new sign for the crosswalk in front of the school is needed; a new one is about \$300; there is confusion and a discussion about who is responsible for paying for this; Cheryl will discuss this issue with Police Chief Leighton

### **8. Fundraisers**

- a. There will be another produce sale on Friday, April 14th from 12-6pm
- b. Hanging Flower Baskets from Five Acre Farm will be offered; flyer will go home before April vacation; will order extra to be sold on May 12<sup>th</sup> and at Carnival on May 13<sup>th</sup>

### **9. Events**

- a. Bingo Night was a success; raised approx. \$800
- b. State of Our Town Spaghetti Dinner - Saturday, April 8th; doors open at 4:30pm, dinner 5-6pm, presentation begins at 6:00pm; childcare will be available
- c. Spring Carnival and Fun Run - Saturday, May 13th; there have been 2 planning meetings (see attached memo) Robin McKeon will be here on April 28th for the Fun Run "Kick-Off" assembly and will have all the flyers ready to go home with the students that day; May 22nd will be the Awards Ceremony
- d. Teacher & Staff appreciation Week - ~~May 8th-May 12th~~ May 1<sup>st</sup>-5<sup>th</sup>; Theresa Tsipenyuk will coordinate this and has a theme in mind
- e. Spirit Week or Spirit Days - up for further discussion
- f. Community Tag Sale - traditionally been held on the weekend after Memorial Day; discussion about changing the date; decided on Saturday, June 3<sup>rd</sup> 8am - 1pm

### **10. Enrichment Programs**

a. Ed the Wizard – will perform on Wednesday, May 31<sup>st</sup>; Pre-K – 1<sup>st</sup>: "Reading is Magic"; 2<sup>nd</sup> – 4<sup>th</sup>: "Alchemy Laboratory"; 5<sup>th</sup> & 6<sup>th</sup>: "Math is Magic"

### **11. Playground Report**

- a. Next meeting TBD; Cheryl will email Cindy Maak in regards to the new swing installation this summer

**Next Meeting:** Wednesday May 3, 2017, 6:30pm, NES Library

Meeting was adjourned at 7:45pm, Submitted by Carolyn Baskowski, Secretary