

NES PTO MEETING MINUTES

Northfield Elementary School PTO Meeting Minutes

Thursday, October 8, 2015

The meeting was called to order by Lara Dubin at 6:35 pm

1. In attendance

Lara Dubin, Cheryl George, Joanna Singh, Breinn Robert, Missy Kalinowski, Carolyn Baskowski, Deb Potee, Nolan Kitfield, Bridget Hammond

2. Approval of Minutes

The minutes from the September 17, 2015, meeting were distributed and approved.

3. Co-Chair's Report

a. Field Trips - Right now, the school pays for half of the transportation cost. The PTO budget includes \$4,000 for field trips. The PTO would like to propose that they pay for the other half of transportation cost to help the families. The PTO voted to pay for up to \$4,000 for field trip transportation.

b. Directory - Interviews and pictures were taken of all the staff members by Cheryl and Theresa last week to be included in this year's directory. The cover picture and title was agreed upon. Student names, whose families did not send back their information, will not be listed in the directory. For this year, class sizes will be included.

4. Principal's Report

a. School Pictures - Grynn & Barrett photo company was used this year. It was a very positive experience for the students and staff. The package options are fewer and they are more expensive. A portion of this money goes to the school.

5. Treasurer's Report

a. see attached budget report

b. Audio systems for classrooms - Bridget would love to have all classrooms equipped with these. The PTO has purchased three in the last three years. 5 classroom teachers still need them. The PTO would like to buy one of these systems for all classrooms.

6. Teacher Requests

a. none at this time

b. Thank you note from the 5th grade classes for funding their subscription to Time for Kids

7. Fundraisers

a. Meadow Farms Catalog orders due Tuesday, October 13th. Some families have signed up online. Cheryl will send out a reminder to families.

b. Original Works: Nov. 2 -13, Theresa is coordinating.

c. Labels for Education: New Coordinator would be welcome.

d. Coke Rewards: A new coordinator is needed here.

e. Selling wreaths at Holiday Fair: Saturday, December 5th. Cheryl can buy them for as little as \$5.00 a piece. Wreaths and bows would cost the PTO about \$10.00. We would sell them for \$15.00. Cheryl is currently looking into Bow companies. PTO agreed and voted to sell wreaths this year at the holiday fair.

8. Events

a. Fall Festival, Sat. October 17th, 3-6 (see list). Theresa is coordinating showing of The Great Pumpkin Charlie Brown. Missy needs a list of the Pumpkin People for the scavenger hunt. Cheryl is still looking for some people to do music. Want to keep the cost down. Deb mentioned that the apple stamping didn't work last year. Lara thought maybe potatoes would work better. Looking for apple pies and apple crisp to be donated. Brienn will make a large apple crisp. A list of ingredients should be included with the donations.

b. Pumpkin Carving Night, Fri. October 23rd, 5-7:30pm (8 bins of pumpkins being picked up 10/20) 174 need to be carved to be last years' number.

c. Pumpkinfest, Sat., Oct. 24th, 2-9pm (set-up noon-2pm), need donated baked goods with ingredients label and PTO info label on each baked good, gloves, person handling money doesn't handle food. Will ask that recipes be turned in with the food donations.

d. Teacher's Luncheon, November 12th

e. Raffle Basket Coordinators needed from each grade, info will be going home/email last week in October.

9. Enrichment Programs

a. Northfield LCC (local cultural council) Grant proposals due Oct. 15th.

b. The Dr. Seuss Magic Show (before Read A Thon), has opening march 1st at 9:30, cost \$550 (\$50 travel fee waived for that show because of another show in Charlemont)

c. Crime Scene Science - email has been sent inquiring about availability and cost

10. Playground Report

a. Next Playground Meeting, Thurs, October 15th, 7:00pm, NES Library, would like to start looking into Playground Grants

b. Stump Walk: black locust tree from behind the playground has been cut down by Cory Norwood and ready to cut into proper lengths and installed. Area has been marked and Lara will contact Dig Safe.

c. New Shed: Cheryl has delivered a letter to Home Depot in Keene, Home Depot in Greenfield, and Sears, asking for a new shed to be donated.

11. Old Business

12. New Business

Next Meeting

Thursday, November 12th, 6:30pm, NES Library

Meeting was adjourned at 8:25pm

Submitted by Carolyn Baskowski, Secretary