



## Northfield Elementary School PTO Meeting Agenda

Co-Chairs: Lara Dubin & Cheryl George

Treasurer: Nolan Kitfield

Secretary: Carolyn Baskowski

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The Northfield Elementary School Parent-Teacher Organization is an incorporated, non-profit, 501(c)(3) tax-exempt organization that works to enrich the educational experience for the school community. We work to accomplish this by aiding the Principal and Teachers, by assisting with funding for classroom supplies, school enrichment programs, field trips and activities, and by providing special events to help engage families and build a strong school community.

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### Meeting Date: Thursday, October 8th, 6:30pm, NES Library

#### 1. Welcome

#### 2. Approval of Minutes

The minutes from the September 17, 2015 meeting will be distributed for approval

#### 3. Co-Chair's Report

- a. Field Trips – how much can we expect to spend? What were last year's expenses? Who pays for the kids that can't afford to pay?
- b. Directory – cover? Can we include a class list of all kids even if the parents don't want their info published (maybe just first names)? Teachers and Staff being included this year.

#### 4. Principal's Report

##### a. Questions for Mr. King

- School Pictures – who decides on the company used? Fundraiser?

#### 5. Treasurer's Report

#### 6. Teacher Requests

#### 7. Fundraisers

- a. Meadow Farms Catalog orders due Tues, October 13<sup>th</sup>
- b. Original Works, Nov. 2-13
- c. Labels for Education, New Coordinator?
- d. Coke Rewards Coordinator?

#### 8. Events

- a. Fall Festival, Sat. October 17<sup>th</sup>, 3-6pm
- b. Pumpkin Carving Night, Fri. October 23<sup>rd</sup>, 5-7:30pm
- c. Pumpkinfest, Sat. October 24<sup>th</sup>, 2-9pm (set-up noon-2pm), need donated baked goods with ingredients label and PTO info label, gloves, person handling money doesn't handle food
- d. Teacher's Luncheon, Nov. 12<sup>th</sup>
- 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 15<sup>th</sup>
- b. The Dr. Seuss Magic Show (before Read-A-Thon), has opening March 1<sup>st</sup> @ 9:30, cost \$550 (\$50 travel fee waived for that show because of another show in Charlemont)
- c. Crime Scene Science

#### 10. Playground Report

- a. Next meeting, Thurs. October 15<sup>th</sup>, 7:00pm, NES Library

- b. Stump Walk
- c. New Shed update

**11. Old Business**

**12. New Business**

**Next Meeting**

Thursday, November 12<sup>th</sup> , 6:30pm, NES Library