



# Northfield Elementary School PTO Meeting Agenda

Co-Chairs: Cheryl George & Kelly Gagnon

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. The PTO works 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: Tuesday, August 16th, 6:30pm, NES Library**

**Welcome & Approval of Minutes** (The minutes from the June 9, 2016 meeting will be distributed for approval)

**1. Co-Chair's Report**

- a. Welcome Megan Desmarais, our new NES Principal & Welcome Kelly Gagnon, first meeting as Co-Chair
- b. Meeting day for the upcoming school year
- c. Updates from June meeting, Google Drive, Rug for music room

**2. Principal's Report**

- a. News about the school
- b. Questions for Mrs. Desmarais

**3. Treasurer's Report**

- a. see budget reports
- b. budget for this coming school year (2016-2017)

**4. Teacher Requests**

- a. Emily Arena- 5<sup>th</sup> Grade, Scholastic magazine on the election, 1 for \$9.95 plus tax/S&H, 13 for \$38.87 plus tax/S&H

**5. Old Business**

- a. Changes to by-laws
- b. School Supplies update
- c. Labels for Education

**6. New Business**

- a. Email from Robin McKeon
- b. ALS Ice Bucket Challenge at Ice Cream Social (Jill Prunier)

**7. Fundraisers**

- a. Baseball Concessions – profit \$551.63
- b. Golf Tournament – profit \$1,654.79
- c. Fit & Fresh – online only fundraiser, order until August 29<sup>th</sup>, PTO receives 40% profit
- d. Mabels Labels – online only fundraiser, ongoing, PTO receives 20%, will receive a check every month when profits are over \$50 (under will carry forward to the next month)
- e. Fall Mums – Aug 31 – Sept 9, delivery Wednesday, Sept 14, \$6.50 each
- f. Fall Bulbs – Aug 31 – Sept 16?, online ordering available
- g. Cash Raffle – Sell in October (Fall Festival, Pumpkinfest), pull winners in November (“win cash for the holidays”)
- h. Fall Sports – concessions? (cocoa/coffee cart)

**8. Events**

- a. Ice Cream Social – Saturday, Aug 27<sup>th</sup>, 2-4pm, playground
- b. Welcome Breakfast – Thursday, Sept 8<sup>th</sup>, 9am, cafeteria, need a volunteer to help in the morning
- c. Fall Festival – October 1<sup>st</sup>?
- d. Scarecrow in the Park – Oct 22 & 23, \$45 for a 10x10 spot, sell cider?
- e. Pumpkin Carving Night – Friday, Oct 28<sup>th</sup>, 5-7:30pm
- f. Pumpkinfest – Saturday, Oct 29<sup>th</sup>, 2-9pm, only charged PTO \$50 for a 10x20 spot

**9. Enrichment Programs**

- a. LCC Grant due by October 15<sup>th</sup>
- b. Ideas for programs? (animals, music)

**10. Playground Report**

- a. Shed successfully moved Sunday, August 14<sup>th</sup>, Home Depot in Greenfield donated \$300 worth of lumber for the new foundation deck, working on getting a donation of shingles to complete the roof
- b. Fire Truck to be installed
- c. Musical Instruments to be installed

**Next Meeting** – September XX, 2016 @ 6:30 PM, NES Library