



# 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: Wednesday, September 14<sup>th</sup>, 6:30pm, NES Library**

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

The minutes from the August 16, 2016 meeting will be distributed for approval

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

- a. Thank yous
- b. Bylaws – vote on updates

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

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

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

- a. Vote on 2016-2017 budget

### **5. Teacher Requests**

- a. Ellenjo Gries, 5<sup>th</sup> grade - \$80.85 for a subscription to Scholastic News for each student (14)
- b. Updated form for Teacher & Staff requests and reimbursement

### **6. Old Business**

- a. School Supplies Update

### **7. New Business**

- a. Free Cash Programs – Box Tops, Labels for Education, Coke Rewards, AmeriGas School Days Program

### **8. Fundraisers**

- a. Fit & Fresh Report - \$158.39 profit, check will be sent within two weeks
- b. Mums – update on sales and profit
- c. Bulbs – paper order forms due Friday, Sept. 16<sup>th</sup>; can order online until Sept. 30<sup>th</sup>
- d. Cash Calendar Raffle – sell in Oct., draw winners in Nov., Kelly Gagnon will be coordinator, Theresa Tsipenyuk will help
- e. Concessions for Fall sports

### **9. Events**

- a. Ice Cream Social report
- b. Welcome Breakfast report
- c. Fall Festival – Saturday, October 1<sup>st</sup>
- d. Scarecrow in the Park – Saturday and Sunday, October 22 & 23
- e. Pumpkin Carving Night – Friday, October 28<sup>th</sup>, 5:00pm – 7:30pm
- f. Pumpkinfest – Saturday, October 29<sup>th</sup>, 2:00pm – 9:00pm, set-up at 11:00am

### **10. Enrichment Programs**

- a. All school vs. split grade assemblies
- b. Ideas (Animals, BMX, others?)
- c. LCC Grant due October 15<sup>th</sup>

### **11. Playground Report**

- a. Summer Updates – shed, fire truck, musical instruments, stump walk, fairy garden and garden
- b. Next Meeting – Monday, September 19<sup>th</sup>, 7:00pm, NES Library

## **Next Meeting**

Wednesday, October 5, 2016, 6:30pm, NES Library