



Northfield Elementary School PTO Meeting Agenda

Co-Chairs: Cheryl George & Breinn Robert

Treasurer: Holly Stacy

Secretary: Stacy Bond

The Northfield Elementary School Parent-Teacher Organization is an incorporated, non-profit, 501(c)(3) tax-exempt organization whose mission is to enrich the educational experience for the school community. This is accomplished by assisting with funding for classroom supplies, school enrichment programs, field trips and other activities in addition to providing special events to help engage families and build a strong school community.

Meeting Date: Wednesday, October 4, 2017, 6:30pm, NES cafeteria

1. Welcome & Approval of Minutes

The minutes from the September 13, 2017 meeting will be distributed for approval

2. Co-Chair's Report

- a. NES Directory update
- b. Special letter received
- c. Sink for Art Room
- d. Nameplates

3. Principal's Report

- a. News & information from Megan Desmarais

4. Treasurer's Report

- a. Budget report – see attached

5. Grant Program submissions

- a. Updated Staff reimbursement/grant form – emailed
- b. Hillary Ferro, Art Teacher - \$94.37, art supplies
- c. Shannon Miner, 6th grade Teacher - \$99.95, 6th grade play
- d. Nolan Kitfield & Jane Geidel, 3rd grade Teachers – materials for and engineering project
- e. Amy Tibbetts, 2nd grade Teacher - \$94.05, books to support her anti-bias curriculum
- f. Rosa Kessler, OT - \$79.99, HowdaHug seat
- g. Jen Edwards, 2nd grade Teacher – reimbursement for \$60, supplies for classroom

6. New Business

- a. Ideas and/or suggestions from meeting members

7. Fundraisers

- a. Bulbs – coordinator, Holly Stacy; profit approx. \$550
- b. Cash calendar raffle – coordinator Holly Stacy; tickets and going home soon; raffle tickets due by 10/26; winner drawn every day in November; Stacy made large calendar
- c. Original works – coordinator, Theresa Tsipenyuk; info will go home beginning of November
- d. Box Tops – coordinator Missy Kalinowski; new program info (see attached letter to Teachers); 5th Grade won the trophy; 4th grade won contest
- e. School note pads

8. Events

- a. PTO Table at Open House – Thursday, October 5th
- b. Pumpkin Palooza – Saturday, October 28th, 3-6pm, cafeteria; food will be served (permit obtained); pumpkins donated through Patterson Farm; beat 352 record; Junior Firefighters will help; ticket for each pumpkin carved, names drawn and prizes awarded
- c. Holiday Fair – Saturday, December 2nd, 9am – 2pm; raffle baskets (grade coordinators needed); food table; wreaths; poinsettias?
- d. Family Dance – January?

9. Enrichment Programs

- a. Family Science Night – February?
- b. See attached information sheet

10. Playground

- a. Swings ordered; arrive week of 11/6; will discuss install at next regular PTO meeting

Next Meeting - Wednesday, November 1, 2017, 6:30pm, NES cafeteria