

NES PTO MEETING MINUTES

Northfield Elementary School PTO Meeting Minutes

Wednesday November 1st 2017, NES Cafeteria

The meeting was called to order by Cheryl George at 6:33pm.

1. In attendance

Missy Kalinowski, Cheryl George, Holly Stacy, Sara Ray, Andrea Roman, Megan Desmarais, Breinn Robert, Stacy Bond, Nolan Kitfield, and Jennifer Edwards.

2. Approval of Minutes

The minutes from the October 4th 2017, meeting were distributed and approved.

3. Co-Chair's Report

- A) Time goal for future PTO meetings are to try not to exceed an hour. Tonight we spent most of our time talking about Grant Program Submissions, childcare at meetings, and dates for Family Dance plus Family Science Night.
- B) We are always challenged with needing volunteers: "Many hands make light work!" Looking toward implementing online volunteer sign ups for future events to try to encourage those not already involved in PTO to make it easier for them to help.
- C) Cheryl attended Selectboard Meeting and set date for 2nd annual State of Our Town Dinner for Saturday, April 7th, 2018.

4. Principal's Report

- A) See attached report from Megan Desmarais.
- B) Mix-It-Up Day at lunch is new initiative and will be happening last Tuesday of every month.
- C) Thanksgiving Food Drive is on the 21st of November.

5. Treasurer's Report

- A) See attached Budget Report submitted by Holly Stacy.
- B) Discussed possibly limiting/removing hand sanitizer from school supplies next year per school nurse.
- C) Next year want to advertise Cash Raffle information sent home differently. Numbers were lower than last year.
- D) Numbers on Budget Report for Pumpkin Palooza need adjusting; Holly and Cheryl will discuss

6. Teacher Requests/Grant Program Submissions

- A) The request from Kristen Whittle, Carolyn Baskowski, Nolan Kitfield, and Jane Geidel for \$30 to purchase six additional yoga mats was approved.
- B) Approved an amount of \$25 to Kristen Whittle (School Nurse) to purchase peanut free emergency snacks.
- C) Carolyn Baskowski's request for \$171.25 to purchase 25 magnifying lens has been tabled pending clarification
- D) The request from Lisa Wheeler for \$107 for Guided Spelling program was approved.
- E) Currently our budget for grants is getting quite low as opposed to this time last year.

7. Old Business

- A) None.

8. New Business

- A) After having some childcare challenges last month, PTO members decided that going forward members wishing to bring children to meeting must RSVP for childcare in advance and children must be Kindergarten aged and older. This is for the safety of everyone.
- B) Starting next month meeting time will be switched from **6:30** to **6:00pm**.

9. Fundraisers

- A) Missy reported that we are expecting a check for approximately \$580 for Box Tops and just this month NES earned \$284.90. Also, 3rd Grade won the Box Tops award!
- B) First winner for Cash Raffle was Nina Sibley! Congratulations!
- C) Original Works order forms sent home this week.
- D) Secured a few more volunteers to organize Holiday Fair Raffle Baskets. One volunteer is needed for each grade/class. Items will be due Monday, 11/27.
- E) Produce Sale is Friday, 11/17, 2-6pm in the gym.
- F) Discussed pre-ordering Poinsettias from 5 Acre Farm for Holiday Fair. What to charge?
- G) Holiday Wreath Sale pre-orders due 11/15, pick-up/sale 11/17 during Produce Sale.
- H) For Garden Cinema Movie Day, Cheryl will call George at the Garden and try for December 27th.

10. Events

- A) Pumpkin Palooza went very well although could use more volunteers next time.
- B) Holiday Fair – Saturday, December 2nd, 9am-2pm; Raffle Baskets and food.
- C) Family Dance date (pending securing a DJ) is Friday, January 19th from 6-8:30pm. Theme? Pizza and delivery from A-1 Pizza in Winchester. Flyer will be sent home before break.
- D) Family Science Night date (pending on Indoor Planetariums' schedule) is Wednesday, February 28th from 5:30-7:30? Looking to possibly do pre-signups? Snacks provided by PTO.
- E) Wednesday, December 6th is half day and parent-teacher conferences and Theresa generally coordinates a luncheon. Stacy and Holly will help if Theresa unable to. Stacy will create flyer.

11. Enrichment Programs

- A) LCC (Local Cultural Council) Grants submitted.

12. Playground Report

- A) New Swings install: Tom Walker is willing to help out. Graves willing to donate concrete. Tentative date is the 18th. RK Miles can not do donation. Sonotubes are about \$72 ea.

Next Meeting

Wednesday, December 6th, 2017 at **6:00pm** in NES cafeteria.

Meeting was adjourned at 7:43pm

Submitted by Stacy Bond, Secretary