

Suffield Elementary PTO

Meeting Minutes

Meeting Date: Monday, February 10, 2020

Meeting Location: Kent Memorial Library

1. Call to Order – Courtney Vincent, Melissa DeGray, Amy Healy, Jessica Walsh, Elizabeth Diana, Lyndsey Beaudette,, Sarah Fontaine, Nora Padykula, Diane Dellangelo

2. Prior Minutes – minutes approved and posted online.

3. Grants/Box Tops/Earning for Learning

Nora presented on the current grant application for the Amiel P.Zak Public Service Fund. The application is due on 2/19/2020. We are applying for \$2,000 to offset the cost of Revolutionary War Day.

The Friends of Suffield grant application is due in March. The Board discussed applying to fund an enrichment program. Sarah Fontaine will work to get Norah the specific information.

Christine reported via email that Stop and Shop supporters have generated a \$615 donation from their grocery purchases.

Flyers for the next Box Tops campaign are going home soon. Deadline for student submissions is 2/27/2020.

Amy suggested an information document be sent home with students on the new scanning procedure for box tops , as well as, other apps for school savings.

4. Officers' Report

a) President's Report

- Superintendent Meeting – Boosterthon has been confirmed for this year. It is scheduled for the week of May 18th.
- Principal Meeting – postponed. Meeting scheduled for 2/14/2020.
- Grants for the schools: no new grants submitted from schools.
- 2020/21 PTO Board Members – By the next PTO meeting, Board members will need to formally submit whether or not they plan to continue on the Board. Amy stated that she would likely continue for another year as VP. Lyndsey Beaudette stated that she would be Co-VP with Amy. Sarah stated she would stay on as Enrichments Chair.

Jessica stated that she would be stepping down as Secretary, but might be interested in other volunteer opportunities.

-Courtney will ask Spaulding Principal about PTO attending and possibly presenting at the Kindergarten Information Night.

-Amy suggested hosting a PTO open house in the Spring for people to hear about the PTO and the open positions, as well as for the PTO Board to hear parent suggestions.

b) Vice President's Report

- Spring Activities Update- Game Show Night – cancelled
- Munsons – orders are due 2/21 and will be delivered on 4/1 at the book fair. Katie Hopwell is chairing this fundraiser. Board members suggested creating more parent pick up times.
- Book Fair – Will be on 4/1. Sarah and Diane are chairing and all is on track.
- Spring Clothing Drive – will be on 4/25. Chairs are Sarah Johnson and Karen Saunders. In previous years, the PTO made \$694 between the Fall and Spring drive. For this year, we made \$758 just for the Fall clothing drive.
- Amy reported that the Art to Remember Fundraiser made \$3,727 this year.

c) Treasurer's Report

- 2019-2020 budget update reviewed.
- Liz reported that the Art to Remember Fundraiser and Fall clothing drive were very successful this year.

d) Secretaries Report

- Bulletin boards are up to date.
- Website is up to date.
- Thank you notes are up to date.
- Spring newsletter will be drafted and sent out.
- Nora suggested getting PTO thank you notes and stationary.

5. Enrichments

Sarah reported that all enrichment activities at Spaulding are all booked. Enrichment activities at McAlister were underway and on track. Sarah also reported that the PTO is underbudget for enrichment activities.

6. Traditions

Lyndsey Beaudette reported that all traditions are either completed or on track. Amy requested \$25 for all the walkers for the entire ice time for skating tradition. Board approved.

7. New Business

- Next PTO meeting will be Monday, March 9, 2020 at 7:00PM at the Kent Memorial Library.

8. Adjournment