



Suffield Elementary PTO

Meeting Date: Wednesday, October 21, 2020, 7:00pm

Meeting Location: ZOOM

1. Call to order: Lyndsey Beaudette, Melissa DeGray, Diane Dellangelo, Liz Diana, Sarah Fontaine, Amy Healy, Katie Hopwell, Christine Morissette, Courtney Vincent, Laura Zinnen
2. Prior Minutes
3. President's report: Courtney & Melissa
 - a. Principal Meeting
 - i. Newsletter - Melissa & Courtney to send over items to schools by the 1st Friday of the month
 - ii. Email Addresses for parents
 - iii. Boosterthon Merchandise
 - iv. Partnership with Spaulding & town on large fundraiser for Spaulding playscape
 - Confirm – send newsletter info 1st Friday (morning) of the month – send to Melissa / Courtney if you want to include anything
 - Email addresses: Google Form for parent emails, they will send final spreadsheet to Courtney / Melissa then will get it to the parents
 - Boosterthon – artwork is already approved – link for Friday or Monday – 10.50 mask 14 tshirt 30 zip 27 pullover, 16 long sleeve. \$8 shipping or \$50 free
 - Partnership to look into a new playground – PTO on by itself? Town? SFES? Check things out with the town and looking into what the procedures would be.
 - Beautification: has started and will continue
 - b. Grants for the schools:
 - i. Courtney & Melissa will be joining the schools all staff meetings to discuss process
 - ii. Schools requested us to look at items for recess and STEM
 - Talk to the teachers about the process that needs to be approved by the principal
 - Purchase items to enrich recess outside and inside
 - Look into 'Mad Science' Subscription – Talk to STEM teachers
 - Sent emails to Lead Teachers in Spaulding for ideas of what they might need – Maybe one program they really wanted – Suzy Klein (author)
 - c. SPAM emails - Liz suggested adding a special code that the board will know the email is valid.
 - Code to know it is valid, no personal emails have been sent.
4. Vice President's Report - Amy & Lyndsey
 - a. Fall Fundraisers -
 - i. Art to Remember
 - Have been publicizing it, can have multiple orders from different siblings. First week of November we will send out reminders

- ii. Merchandise
- b. Virtual Kindergarten Get Together
 - Waiting for emails to run the Virtual Kindergarten and work with the room parents. Scheduling – structured?? Email the chairs of event and reach out
- c. Other fundraiser stuff
 - Munson's – everyone can order online and they tally the orders for you. They will not ship to multiple locations. They could possibly be in the spring? Maybe talk about whether or not this could be allowed.
 - Do we have a way to get the umbrellas and sell them from home – can we use paypal and then do porch pick up?
 - 5th grade events (tshirts) / slideshow – reached out to some people and make sure it can get done. PTO is not for organizing the video – reach out to principals for guidance
 - Fundraiser – MedSpa – chemical peels, PA Guided Facials, Laser hair removal – percentage of sales / treatments or Book with this code and then a percentage goes to the PTO. They would be discounted to us and then we get a percentage.
- 5. Treasurer's Report - Liz & Katie
 - a. Budget Update
 - b. Current Balances
 - Send out a thank you gift card – tax accountant
- 6. Secretaries Report - Laura
 - a. Website Updates
- 7. Enrichment Updates - Sarah & Diane
 - Recess Enrichment?
 - Suzy Klein?
 - Bookfair – to host an online book fair we don't pay anything – offering scholastic dollars but we will not earn money – could use the wishlist for the teachers for their classes. Free shipping over \$30 for books only.
- 8. Grants - Nora
- 9. Box Tops / Earning for Learning - Christine
 - Earning for learning – check
- 10. Traditions - TBD...
 - maybe spend it doing a picnic or a drive in in the spring
- 11. New Business
 - Donations this year? Change the wording to see how it needs to change because of times.
- 12. Next Meeting - Wednesday November 18th (principal meeting is the 19th do we want to move this one?)