



# Minutes- Suffield Elementary PTO

Meeting Date: June 12 7pm

Meeting Location: Zoom

Lauren Brown, Courtney Vincent, Nicole Thorogood, Kayla Nadeau, Melissa DeGray, Laura Champagne, Laura Zinnen, Diane Dellangelo

1. President's report:
    - a. Principal Meeting Overview - No June meeting -
    - b. Spring "Staff Appreciation" – Complete
    - c. Retirement Gift for Jack – presenting 6/16 - gift basket and gift card -
    - d. Field Day: (**Nicole/Courtney** Chairs)Spaulding went really well - rework parents if they only coming for lunch - McAlister: go to lanyards for next year - need to register anyone coming for any parent or adult coming lunch or volunteering
      - i. Kona Ice Truck invoice after 6/9 (Courtney)
    - e. 2023/2024 Board –
      - i. President- Courtney Vincent
      - ii. Co VPs – Nicole Thorogood & Laura Champagne
      - iii. Secretary - Laura Zinnen
      - iv. Accounts Payable – Laura Brown
      - v. Accounts Receivable – Kayla Nadeau
      - vi. Treasurer – Jen Fendt
      - vii. Chair Positions:
        - Enrichment – Diane Dellangelo
        - Picture Day & Field Day – Courtney/Nicole – when do we need to secure dates?
          - a. Do we want to reach out to a different company or we think they will do better? they will meet with the current vendor - hopefully move it earlier
        - Traditions – Nicole – bounce closed so need a new one for 4th - preK and K - 1st 3rd
        - Box Tops / Earning for Learning -Do we still need this? Can we work this into a newsletter?
        - Teacher Summer Luncheon – Erin Golembiewski
        - Town is requiring permits for any exchange of goods
        - help wanted form going out in the newsletter -
2. Vice President's Report -
  - a. Volunteer Google Doc form drafted sent to Courtney (Nicole)
    - i. Next step send to school have them send it out – should we put an end day?
  - b. Spring Activities:
    - i. Clothing Drive - (**Melissa**)- Profit? ~ \$200
    - ii. Spring Merchandise (Laura)- Profit update & Next Steps?
    - iii. T J Burritos – 6/13 (**Nicole**)
  - c. Fall 2023 Activities:
    - i. What should we be thinking about? Fundraisers? - maybe a parent night out - family game night
    - ii. Color Run - Courtney For after school and or Saturdays - will not go through the school
    - iii. Fall Merchandise – Laura?
    - iv. Clothing drive?

3. Treasurer's Report -
  - a. Budget Update – Review prior to August for next year.
  - b. Accountant Update (Melissa)
  
4. Secretaries Report
  - a. Website Updates
  - b. Minutes from last meeting
  
5. Enrichment Updates
  - a. Upcoming & Budget What can be considered an enrichment or traditions when it becomes a field trip.
  
6. Traditions
  - a. Laura – standard work for Traditions and Funz lessons learned?
    - i. Did a Monday night work? Yes Monday night worked well - 163 confirmed
  - b. 'Other ideas for Bounce – 4<sup>th</sup> grade?

GRADE	Place	Date	Chair
Pre K & K	Spaulding		<b>TBD</b>
First Grade	Spare Time		<b>TBD</b> (Previous Chair: Nicole Thorogood)
2 <sup>nd</sup> Grade	FunZ		<b>Nicole Thorogood</b> (Previous Chair: Diane & Laura)
3 <sup>rd</sup> Grade	Ron or Roll		Laura Zinnen
4 <sup>th</sup> Grade	Bounce – closed ideas?		<b>Amy Knowles &amp; Amy Piccoli</b> (Previous Chair: Erica Boucher)
5 <sup>th</sup> Grade	Sonnys		<b>Erica Boucher</b> (Previous Chair: Kristi Upton)

**Next Meeting** – August 15th Tentative