



Suffield Elementary PTO  
Meeting Minutes – January 13, 2025  
Location: Zoom Only

Present – Nicole T., Erica, Kayla, Bri, Anna-Kristin, Laura, Diane, Jen, Nicole H.

**1. Overview Topics:**

- a. Staff Appreciation – PTO to sponsor the Kindness Carts at AWS (1/24) and MIS (1/23) in January. Hawaiian theme. If there are leftover items, they will be left for the teacher’s lounge.
- b. Veteran’s Day 11/11 – \$200 in donations was leftover and will be donated to the Suffield VFW, they have stated that they will use these funds toward their monthly veteran breakfast.
- c. January Newsletter – due date is 1/17, anything else to go in would need to be in ASAP

**2. Fundraisers:**

- a. Thunderbirds 1/11 – Ticket sales picked up at the end and enough were sold to allow participants to hold the flag. 80-90 tickets sold, proceeds to PTO were about \$300-400. In the future, should consider holding less seats and leaving the sales window open longer.

**Pending Approval**

- b. Meadowfarms for Easter – Easy fundraiser, however the prizes would be the same as the fall fundraiser. Can opt out of prizes for a higher profit. Idea floated to opt out, and offer our own prize for top sales (example: swag bag, extra recess, etc.).
- c. Hartford Athletics (5/17) – “High-five” tunnel before the game. Tickets are sold through them, do not need to purchase anything in advance. Downside is the payout comes 8 weeks later.

**3. Treasurer’s Report (Jennifer, Lauren, Kayla)**

- a. Venmo Swap – Jen to figure out, Kayla to be backup.

**4. Secretary’s Report:**

*November Minutes to posted to website, several documents updated*

**5. Grant Writing / Enrichments – One Book One School (MIS 3rd-5th) has begun, this is hands off for PTO now. Will be looking for photographs from One Book One School event down the road. Starlabs (AWS 1<sup>st</sup> Grade) and Renata (AWS 2<sup>nd</sup> Grade) are in the works and also hands off. There will be nothing this year for K. Funds for 1<sup>st</sup> and 2<sup>nd</sup> equal to total for 3rd-5th.**

**6. Traditions: (Bri M.)**

- a. Donations/Raffle – 119 donations so far, haven’t had 5<sup>th</sup> Grade yet. The goal is to make the “swag bags” something that is attractive so in future years more donate in an attempt to win.

b. 5<sup>th</sup> Grade Tradition – waiting to hear the confirmed date.

Grade	Tradition	Date	Chair (2024-2025)
Pre-K / K	Western Mass Gym	11/24/2024	Angela Oddo & Kensey Rhodes
1 <sup>st</sup> Grade	Spare Time	11/03/2024	Nicole Baker & Vicki S.
2 <sup>nd</sup> Grade	Altitude/FunZ	10/14/2024	Katie Vaillancourt & Anna-Kristin
3 <sup>rd</sup> Grade	Ron-A-Roll	11/17/2024	Erica B.
4 <sup>th</sup> Grade	Thunderbirds	10/12/2024	Laura Z.
5 <sup>th</sup> Grade	Sonny's	May	Amy Piccoli & Amy Knowles

Parking Lot:

- Color Run (Bri): on to-do list
- Hot Table also does community fundraisers
- Spring Merchandise sale

**Next Meeting: Monday, February 10<sup>th</sup> (Zoom)**