



Suffield Elementary PTO  
Meeting Minutes – November 3, 2025  
Location: Zoom Only

Present – Nicole T., Erica B., Paige B., Katie D., Melissa B., Amber O., Kayla N., Andrea R., Laura Z.

**1. Overview Topics:**

Help Wanted – Accounts Payable (immediate) & Treasurer (will need for next year, would like an overlap in these roles)

Kindness Cart – 10/24 Muffins were a hit. The Emergen-C was also appreciated. Will do again in Spring 3/27.

Parent Email – coming out 11/7, trying to do one per month.

**2. Fundraisers:**

a. Meadow Farms (Katie) – Made \$7300.

b. Merch – (Erica) Store is open until 11/20. Focus is winter items, some new colors added. Will do tees, etc. in Spring. Talk about ordering gifts through fundraiser, like hats or blankets. Hat orders are in quantities of 24, so the PTO will automatically have to buy any extras. Will coordinate with DiSal close to the end to be sure we don't start over on a 24 quantity.

c. Bears (Katie) – Put in request, but hasn't heard back, so it may not have been accepted, will try again in the spring.

d. Raise Right (Paige/Andrea) – Everything is ready, just need to set up direct deposit into PTO. This is a fundraiser we can leave open all the time.

e. Chik Fil A (Kayla) – put in request

**3. Grant Writing / Enrichments** – One booked for every year. K is complete. Each grade has a different enrichment at AWS. MIS has an all school event, but is broken down by grade.

GRADE	Event	Date	Cost	Notes	Chair
PreK(Boehm)	Riverside Reptile	Late March – 2 am/3 PM	\$350 for 2-30 min/1hr	Diane scheduling.	Sent room parents
K (Lewis)	Pump Puppets	10/29 9 & 9:45	\$500	4 classes per (2)	Anna-Kristin
1st (Delair)	Star Lab	1/20 & 1/21	\$2535		Katie V
2 <sup>nd</sup>	The Drama Studio	Dec/Jan	\$2500	AK scheduling	
MIS	Mystic	Jan 13(3), 14(5), 15(4)	~5k		AK & Nicole

#### 4. **Traditions:** (Bri M.)

All booked, but Sonny's (May)

Grade	Tradition	Date	Chair (2025-2026)
Pre-K / K	Suffield Gym	10/19 2-4	Anna-Kristin
1 <sup>st</sup> Grade	Spare Time	1/25/26 5-7	Kensey R/Sara B
2 <sup>nd</sup> Grade	FunZ	11/9 10-11:30	Nicole & Vicki S
3 <sup>rd</sup> Grade	Ron-A-Roll	11/16 10:30-12:30	Anna-Kristin
4 <sup>th</sup> Grade	Thunderbirds	11/29 6	Erica B
5 <sup>th</sup> Grade	Sonny's	May	Laura Z, Diane D

Non-refundable, exact change, not drop-off, siblings?

Looking Ahead:

Boosterthon booked for 10/30/2026