**Northeast Elementary School PTO Meeting Minutes**

**November 3, 2021**

**Tota****l in Attendance: 7**

Parents - Amanda Ruttenberg-Hakian, Tina Glidden, Rebecca Platt, Mallory Macdonald, Rachel Hampton

Staff – Brenda Greene, Agata Cavar

Meeting called to order at 7:04 pm by PTO President, Amanda Ruttenberg-Hakian

**President’s Welcome:** Amanda Ruttenberg-Hakian, PTO President, welcomed everyone to the meeting. She shared that in October was busy, as anticipated. New LED lights were purchased for the outdoor bulletin board at NES. This included 2 remote controls, 1 for the PTO and 1 for the school. Amanda stated she will keep updates inside and currently has posted information on the PTO meetings and butter braids fundraiser.

**Vice President’s Welcome:** Rebecca Platt, PTO Vice President, welcomed everyone to the meeting. She had nothing to report.

**Corresponding Secretary’s report:** Tina Glidden, NES PTO Corresponding Secretary, had nothing to report.

**Secretary’s Report:** Mallory Macdonald, NES PTO Recording Secretary, read the October 6, 2021 minutes. It was noted that Agata Cavar should be in attendance under staff, not parents. All in attendance voted to approve the minutes with this change.

**Treasurer’s Report:** Rachel Hampton, NES PTO Treasurer, presented the treasurers report. There was income from the butter braids fundraiser totaling $3624 and a separate $15 check which was also from the butter braids fundraiser. Expenses included office supplies, teacher classroom checks, bank and Zoom fees, paint pens from Amazon, Harvest Fest supplies and a $15 check return bank fee. Amanda added that there was no budget set for the harvest fest so only $100 could be spent without voting on purchases at a meeting prior to spending. As there was no time to do this, items that could not be purchased under the Harvest Fest budget were used under other line items (ie. paint pens were purchased under the paint night budget as they can also be used for paint night supplies). As there are fewer assemblies planned for this year, the pumpkins were purchased through the assembly’s budget. Expenses totaled $664.59. There are also still outstanding classroom checks. Rachel will share the list of teachers, still outstanding, with Dr. Greene to help get these cashed. All in attendance voted to approve the treasurer’s report.

**Principle Tidbits:** Dr. Brenda Greene, NES Principal, shared that the Harvest Fest was a success and she saw lots of new faces. She also informed the PTO that tomorrow night there will be a job fair at Rockville high school from 5-7 PM for positions within the Vernon public schools. November 10th is school picture day and Veterans Day is November 11th, with activities planned to honor veterans. The climate survey went out to all families. Dr. Greene asked parents to let her know if they had not seen/received this. Spirit Wear order forms will be going out soon for families to purchase NES gear. The next Spirit Day, planned for November 19th, will be crazy hair day.

**Old Business**

**Butter braids Fundraiser:** Amanda shared that the butter braids fundraiser was a huge success with $3600 of butter braids and cake rolls sold. The NES PTO is receiving $1895.61 in income. One student sold approximately $500 worth of items. Pickup is scheduled to take place after school on November 15th and Amanda asked for help with sorting/distributing.

**Harvest Fest:** The NES PTO first Harvest Fest was a huge success. Families had a lot of fun and Amanda thanked everyone who helped with the event.

**New Business**

**Lyman Orchard Pies Fundraiser:** The Lyman Pie fundraiser was supposed to start Monday November 1st however there was a delay and the flyers will be going home tomorrow. The fundraiser will run through November 15th with delivery on December 10th, in time for winter break.

**Top Turkey:** The NES PTO was unable to run the "Top Turkey" event last year. Discussion was had as to whether or not this event could be held this year from November 22-24th. Ideas included having a parent stand at the school entrances and share the feather count virtually. Dr. Greene offered to hang the feathers inside, so students could see the tallies, and Ms. Cavar volunteered to collect the money. Feathers will be sold for $0.50 each with the staff member receiving the most feathers winning "Top Turkey" and wearing the turkey costume around school the day prior to Thanksgiving.

**Hartford Wolfpack Hockey:** The Wolfpack season is happening now and they have offered to work with us selling tickets at reduced prices to benefit the PTO. Tickets would cost $12-14 per ticket with the PTO earning $1-2 per ticket sold. The stadium is currently seating at 100% capacity however masks are required. If interested, the Wolfpack would hold a block of tickets for the school. There is no commitment for the PTO as any tickets not purchased will be released. Dates in December were discussed however it was ultimately decided to wait until after the holidays and look into games in January. This will be discussed further at the next PTO meeting. Tina also mentioned looking into dates for the yard goats. This will also be discussed at the December meeting.

**Teacher Mini Grants:** Amanda Warner had inquired if the PTO with still doing mini grants. She was looking into desk pets for her classroom. These are animal erasers that students would be responsible for looking after her. Funding would include purchasing the pets, accessories and habitat's but no formal requests yet been placed. Dr. Greene shared that she has funds to support classes would like to have PTO funds available to support family events. Wording will be updated on the mini grant program to reflect what the PTO sponsors and what should go through Dr. Greene.

**Holiday Store:** Last year the PTO sold all items that had purchased for the holiday store. New items need to be purchased, ideally for less than or equal to $1 each as the PTO sells all items for $1. Suggested sites for supplies include Amazon and the dollar store. Last year items were sold at lunch for all grades except the kindergarten classes, where catalogs were provided to review for purchases. PTO assistance will be available for students do not have funds.

The meeting was motioned to be adjourned at 8:03 pm by PTO President, Amanda Ruttenberg-Hakian.

All in attendance were in favor.

**The next ZOOM: PTO Meeting is scheduled for**

**WEDNESDAY, December 1, 2021 @7pm**

**Meeting ID: 502 094 7119 Passcode: NESPTO**