**Northeast Elementary School PTO Meeting Minutes**

 **April 15th, 2020**

**Tota****l in Attendance: 14**

Parents - Amanda Ruttenberg-Hakian, Jake Kalnenieks, Amanda Pompa, Tina Glidden, Rebecca Platt, Rachel Hampton, Lisa F., Megan Liebe, Tina Blanchette, Danielle, Rachael Cowperthwate

Staff – Brenda Greene, Amy Violette, Kristan Doyle

**Meeting called to order at:** Approximately6pm by PTO President, Amanda Ruttenberg-Hakian

**President’s Welcome:** Amanda Ruttenberg-Hakian, PTO President Welcomed everyone to the meeting.

**Vice President’s Welcome:** Jake Kalnenieks, Vice President thanked everyone for joining in on the Zoom meeting and said he hoped everyone was well & healthy.

**Corresponding Secretary’s Report:** Tina Glidden, Corresponding Secretary provided an updated on the Stop & Shop total which increased to $841 surpassing the budget estimate of $750. She believes the rewards program ends in May but she will confirm.

**Secretary’s Report:** Amanda Pompa, Secretary went over some bullet points from a PTO Board Meeting that occurred on 4/5/2020 via Zoom which included square 1 art deliveries being scheduled by Lisa F, ideas for Staff Appreciation and to unite the school over Zoom or via coloring contests etc. There was also a discussion and decision made to postpone the Yard Goats game until next season. She also showed the Thank You notebooks she ordered and received for Staff Appreciation. The minutes from the March PTO meeting were not read as Amanda Pompa had connection issues with her video & audio so no formal vote was made on minutes during the 4/15/2020 meeting.

**Treasurer’s Report:** Megan Liebe went over the budget and treasurer’s report for April 2020. She reported that she had some issues accessing the accounts online after the United Bank merger with Peoples United Bank. After many calls to customer service she was able to gain access, Amanda Ruttenberg-Hakian expressed thanks to her for all her efforts in getting it done and provided an online pole for all in attendance to vote on the budget & treasurer’s report for 4/2020, motion passed.

**Principal Tidbits:** Dr. Brenda Greene, NES Principal confirmed that 5/20/2020 was still the most current “back to school date” for Vernon Public Schools. She said that she was attending weekly (online) update sessions with the superintendent. She let us know that 100 Chromebooks were handed out to students & learning packets were placed outside on the back wall to help with distance learning. She said that the school has been very quiet without everyone there but reported that they’re using the time to paint lockers, do some roof work and change blinds at the school. After a question regarding how grading will work from Lisa F. Dr. Greene said that she presented an idea to the superintendent and felt she would have a decision back soon.

**Old Business**

**Boon Supply:** Amanda Pompa reported that the goal was met to avoid paying for catalogs however, their participation and profits were down by about 50% from last year. ($523.56 to NES) She said that the online fundraiser would continue to run through the end of July and all orders would qualify for 40% profit to NES and ship directly to the buyer(s).

**Scholarship:** Amanda Pompa also brought up that she received an email from Mrs. Burke stating no scholarship was going to be given out this year due to lack of applications & distance learning from the board members who normally review & vote.

**Square 1 Art:** Lisa F. confirmed that the Square 1 Art orders had arrived and that she had been arranging pick-ups and drop-offs with people and that she only had a few remaining to get in touch with. Lisa reported that this fundraiser brought in about 50% of what we saw in the 2018-2019 school year.

**Box Tops:** Tina Blanchette reported that we were down a couple hundred box tops from last year at the February milestone but that we still collected 581 as of 2.22.2020. She also announced that since her son will be moving to the middle school next year there will be a need for someone else to take over her role with the Box Tops. With everything going digital it should be a lot easier for whomever decides to fill her vacancy.

**New Business**

**Staff Appreciation**: Amanda Ruttenberg-Hakian confirmed 5/4-5/8 is staff appreciation week and that $2000 was set aside for it in this year’s budget. Ideas were discussed on what could be purchased or done for the staff to show appreciation from a distance. Gift cards to Amazon or Local Stores were presented, a suggestion to save it for a future in-person event came up as well as ideas for gift baskets or handmade gifts.

**Yard Goats Game:** Amanda Ruttenberg-Hakian announced that the PTO Board voted to postpone the Yard Goats game until next season at their 4/5/2020 meeting.

**Bringing the Community Together Events:** Amanda Ruttenberg-Hakian went over the ideas that were presented for coloring contests, zoom events like paint/coloring night or origami night as well as giving gift cards to local establishments for prizes to winners picked at random who participate.

**June Book Fair:** Since the March book fair has been canceled, Amanda Ruttenberg-Hakian posed the idea to hold off on cancelling the June Buy1 Get1 Free book fair NES has scheduled. Dr. Greene informed everyone that the books from the last book fair were still at the school that they were never picked up by Scholastic after the last book fair. Everyone seemed to be onboard with the idea to wait and see.

**End of Summer Picnic:** Amanda Ruttenberg-Hakian also posed the idea of an end-of-summer picnic / gathering outside at the school (around the time that the PTO normally does their first yearly meeting in Aug at the NES playsground). Dr. Greene suggested that would be a good time to introduce the new families coming in with Kindergarteners since there was not going to be an orientation for them.

**5th Grade T-Shirts:** Amanda Ruttenberg-Hakian asked Dr. Green and the parents with 5th graders in attendance if they felt the T-Shirts could still be done. She volunteered to photoshop/help arrange signatures on to the “year” (’20) for the students. Ideas were discussed on how the students could submit their signatures to be included.

**Board Positions for 2020-2021:** Amanda Ruttenberg-Hakian announced that there would be open positions on the board for the following year which included: Treasurer & Vice President and she reminded everyone of the need to fill the Box Tops Coordinator as well. She invited anyone with interest in any of the positions to let her know and confirmed with Amanda Pompa & Tina Glidden that they would be okay with continuing their secretarial roles should no one else want to fill them. She also informed everyone that she would be willing to switch roles to the Treasurer if necessary as that is one of the positions that has to be filled to have a PTO.

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

**The next PTO Meeting will be held on ZOOM at 7pm on Wednesday, May 6th, 2020.**

**Meeting ID: 502-994-7119 Password: NESPTO**