

## Northeast Elementary School PTO Meeting Minutes

September 4<sup>th</sup>, 2019

**Total in Attendance: 9**

Parents - Amanda Ruttenberg-Hakian, Jake Kalnenieks, Megan Liebe, Amanda Pompa, Tina Glidden, Crystal Jackson & Mallory Macdonald

Staff – Brenda Greene & Amy Violette

**Meeting called to order at:** 6:09pm by PTO President, Amanda Ruttenberg-Hakian

**President's Welcome:** Amanda Ruttenberg-Hakian, President thanked everyone for coming to the meeting.

**Vice President's Welcome:** Jake Kalnenieks, Vice President welcomed everyone to the meeting and had everyone introduce themselves.

**Corresponding Secretary's Report:** Tina Glidden, Corresponding Secretary had nothing to report.

**Secretary's Report:** Megan Liebe, Secretary for 2018-2019 school year went over minutes from the June & August meeting minutes. Amanda Pompa, Secretary for 2019-2020 school year had nothing to report.

Amanda Ruttenberg-Hakian motioned to approve the June minutes and Jake Kalnenieks seconded. Motion was approved. Amanda Ruttenberg-Hakian then motioned to approve the August minutes and Crystal Jackson seconded. Motion was approved.

**Treasurer's Report:** Megan Liebe, Treasurer went through the Treasurers Reports and Budgets for July & August and discussed what was found during her audit since the previous meeting. She then presented amended reports for the 2018-2019 school year to show accounts are now balanced appropriately. Megan also went over the proposed Budget for the 2019-2020 school year. Amanda Ruttenberg-Hakian motioned to approve the Treasurers Reports for July & August and Amanda Pompa seconded. They were approved. Amanda Ruttenberg-Hakian then motioned to approve the proposed budget for the 2019-2020 school year and Tina Glidden seconded. It was approved.

**Principal Tidbits:** Dr. Brenda Greene, NES Principal spoke about the school year getting off to a good start. She announced that the school will be holding their annual summer reading celebration on 9/25 and that the 4<sup>th</sup> grade classes will be going on a field trip to Belding Wildlife Preserve on 9/13. She confirmed that there will be half days on 9/26 & 9/27 for conferences, that the book fair will also run on those days and that the Ice Cream Social will be on 9/27 as well. She also discussed the new SeeSaw app that parents, teachers and students are now using

## Old Business

**Back to School Brunch:** Amanda Ruttenberg-Hakian said the Welcome Back Brunch for the staff was a big hit and Jake Kalnenieks informed us that he & Tina Glidden made note of what there was too much of/not enough of and what would be good for next years brunch.

## New Business

**Ice Cream Social (ICS):** The ICS will be on 9/27 and is being chaired by Megan Liebe again this year. Amanda Ruttenberg-Hakian created an online platform on SignUp Genius for volunteers that will be posted to the NES PTO website. Dr Greene announced that she is now Serve-Safe-Certified and will be attending the event.

**Book Fair:** The NES book fair will be held on 9/26 & 9/27 to coincide with the conferences & the ICS – Amanda Ruttenberg-Hakian has created an online platform on SignUp Genius for volunteers that are needed on 9/20 to help Set Up, to work the fair and to help clean-up on 9/27. Mrs. Rock will work the fair 9/26.

**Box Tops for Education:** This fundraiser is now being done on a digital app that needs to be downloaded by users. There are now ways to accumulate numerous bonuses by shopping at a variety of stores & by buying eligible products. The NES PTO will be raffling off a basket of items at the ICS for anyone who signs up for the Box Tops for Education App. For now, Paper Box Tops can still be handed in as well.

**School Directory:** Melissa Corentin, parent of a NES 2<sup>nd</sup> Grader, has volunteered to help create a Northeast School Directory to help enable NES families to stay in touch. Flyers will be sent home soon and will be due back by 9/27 for those who would like to be listed in the directory. There will be paper copies as well as an online version.

**Harvest Dance:** Megan Liebe & Amanda Ruttenberg-Hakian proposed changing the format of the dance a bit – The idea of an escape room, a maze & a costume contest were brought up. Attendees approved the escape room idea and Megan Liebe & Amanda Pompa have agreed to head a committee to plan for it. More volunteers will be needed to help organize & donate snacks so an online sign-up sheet will be put on the NES PTO website.

**Meeting was motioned to adjourn** at 707pm by Amanda Ruttenberg-Hakian and seconded by Jake Kalnenieks. Motion was approved.

**Next Meeting set for Wednesday, October 2<sup>nd</sup>, 2019 at 6pm in the NES Library**