

Northeast Elementary School PTO
PTO Meeting Minutes
Tuesday, June 5th, 2018

Attendance: Amanda Ruttenberg-Hakian, Kelly Sorrow, Jake Kalnenieks, Amanda Pompa, Tina Glidden, Tina Blanchett, Megan Liebe

Total in Attendance: 7

Meeting called to start at 6:16 pm by President Amanda Ruttenberg-Hakian

President's Welcome: Last meeting – thanks for coming. Special thanks to Amanda for Teacher Appreciation Week. Thank you cards for PTO on the table. Successful year with cool events, not so successful fundraisers, mixing them up next year will revitalize and sustain programs. Hopefully next year will be as easy and fun. Discussion of chair/officers for next year.

Treasurer's Report: Income – BoxTops check deposited. \$15.09 for Amazon smile. Staff Appreciation, office supplies, mini-grants, end-of-year gifts, assemblies, color run, everything bolded is uncashed checks, wrote out another check to Amanda for \$17 for Staff Appreciation. HP ink was \$12.75 this month because membership expired. Amanda Ruttenberg-Hakian motion to approve, Amanda Pompa seconds, all in favor.

Vice President's Welcome: Looking forward to summer, had a good year, working to revamp some things for next year. Taking over paint nights next year (probably only 2 or 3 instead of 4). Switching up the fundraisers

Corresponding Secretary: Rewards programs – Shutterfly about \$90, Big Y – 15,100 points had trouble signing in, Stop n Shop - \$712 should be receiving the check this summer, AmazonSmile - \$15.09 and more coming in from Jakes recent purchases. Reminders needed for Mrs. Baldwin cards, pictures, etc. Notices for Color Run and Family Picnic to go out to participants soon.

Secretary's Report: Amanda Ruttenberg-Hakian motions to approve May minutes, Jake seconds, all in favor

Principals Tidbits: Brenda not present tonight

Old Business:

Box Tops: Santella in first place, ice cream from staff appreciation can be given to this class, overall numbers are down from last year, Tina Blanchett is willing to do BoxTops next year

Paint Night: Smallest one yet but went very smoothly, everyone was able to customize their canvases, it was nice to give everyone personal attention, regardless of 90 or 40 people, we have the system down, suggestions for next year, brought in \$200, spent about \$60.

Fifth grade shirts: in process of being printed for promotion to middle school

Mini Grant Program: Applications are in, program will change a little bit next year, we are going to go over the budget in the mini-grant program, the money is available, so it is not a problem.

Kristin Tigney & Jivan Whitaker - asking for \$100 each for DSM-5 manual for Autism, anxiety, ADHD, etc. Each individual will pay remainder needed to cover the cost. Motion of approval – all in favor.

President discusses having labels for all items purchased by the PTO.

Meg Leslie - asking for classroom fans and any money left over could go toward TeachersPayTeachers giftcard, President okay with approving for the fans \$61.99, not approving gift card. All in favor.

Kathy Meyer - looking for \$105 for fiction and non-fiction book sets, motion to approve for \$100, Kathy can pay difference. Motion to approve, all in favor.

Discussion of purchase validation asked, receipt is to be given to PTO.

Mrs. Golas & Mrs. Ojala - \$79.98 to purchase fluorescent light filters for the reading lab associated with eye strain and headaches, noted for their creativity, motion to approve, all in favor.

Alicia Larochelle - \$100 for outdoor toys, motion to approve, all in favor.

Will need to change this program a little bit this year, increasing budget, lowering amounts to \$75 each staff member. Will start it earlier next year as well.

New Business:

Color Run: Friday, June 15th, starting to set up at 4:30 pm, keeping it similar as last year, have 65 participants this year. Six colors this year instead of three, looking for ideas for the starting line and finish line.

Family Picnic & Carnival: Evening of Friday, June 15th. From 6-8 Includes giant slide, pizza slices, popcorn, Kona ice cream truck, games, raffle baskets. Planning meeting on Friday at 5 pm. Easy activities like jump rope, chalk, bubbles, etc. Volunteers needed for preparation, set-up, operations, clean up, etc.

Scholarship: Winner is Robert Tierney – will receive a \$500 check at the fifth grade promotion on June 20th and another \$500 check in January 2019.

Budget Discussion and Meeting: Being presented in August

Yearbooks: Give the 12 fifth graders who couldn't purchase yearbooks, discussion to keep it the program the way it is. Board does not feel that buying all fifth graders a yearbook is tangible due to high cost. Board also does not feel comfortable with buying none. Discussion of have 5th graders open a school store or run a fundraiser for the cost of yearbooks.

Board Nominations: These are the nominations for next year. Amanda Ruttenberg-Hakian will be staying in the position as President, Jake Kalnenieks will remain as Vice President, Megan Liebe will be Recording Secretary, Tina Glidden will be Corresponding Secretary. All in favor.

Jake suggests drafting a mission statement and taking a photo for next year to let others know what PTO does, who they are, to spread awareness, and gain more volunteers.

Meeting Adjourned at 7:16 p.m. Amanda motions to adjourn. Jake seconds.