

# Northeast School PTO Meeting Minutes

December 1, 2022

**Total in Attendance: 5**

Parents: Amanda Ruttenberg-Hakian, Mallory Macdonald, Rachel Hampton, Crystal Jackson, Rebecca Platt

Staff: none

Remote Attendees: none

Meeting Called to order at 6:10pm by PTO President, Amanda Ruttenberg-Hakian

**President's Welcome:** Amanda Ruttenberg-Hakian, PTO President, welcomed everyone to the meeting and shared that it would be another busy month!

**Vice President's Welcome-** Rebecca Platt, PTO Vice President welcomed everyone but had nothing to report.

**Corresponding Secretary's Report:** Tina Glidden, NES PTO Corresponding secretary was not present at the meeting.

**Secretary's Report:** Rachel Hampton, NES Recording secretary, presented the November 3, 2022 minutes. All in attendance voted to approve the minutes as written.

**Treasurer's Report:** Mallory Macdonald, NES PTO Treasurer, presented the treasurers report.

Income Included:

- \$1005.00 for Lyman Pies
- \$148.25 for Top Turkey
- \$30.00 miscellaneous donation from American Online Giving

Total Income was \$1183.25

Expenses Included:

- \$60.56 for Office supplies including Instant ink, Zoom, and a purchase at Ocean State Job Lots
- \$813.69 in charges for butterbraids including mcm payments and prizes
- \$131.69 for classroom t-shirts
- \$187.50 for Yardgoats
- \$1551.72 in charges for holiday store supplies
- \$111.00 in charges for paint night
- \$143.71 in charges for staff appreciation

Total Expenses was \$3000.31

The cash on hand balance was \$1169.82.

All in attendance voted to approve the treasurer's report.

**Principal's Tidbits:** Dr. Brenda Greene was not present at the meeting so there were no tidbits.

**Old Business:**

- **PTO shirts** were still being ironed, we needed to order more shirts and patches for kindergarten.
- **Lyman Pies** had a low number of sales. Delivery would be on December 12 hopefully in the cafeteria.
- **Family Game night** we only had 1 family show up, we played a few games anyway and then sorted the food out from the food drive.
- **Top Turkey** we made 148.25 which seemed lower than previous years but was still okay. Mr. Ryan was the Top Turkey this year!

**New Business:**

- **Gift Craft night-** The Flyer for sign ups went home December 1<sup>st</sup>. The event would be on Friday, December 9<sup>th</sup>. We would have all 3 crafts for \$10 with an option to pay for additional crafts. Crafts would be mugs, gnomes, and wood slice ornaments.
- **Holiday store-** Amanda had sent out her list of items purchased so far. The store would be held on December 16 and she we were still looking for volunteers to help.
- **Lyman Pies-** running until the 15<sup>th</sup> and the order will be in on Dec. 12<sup>th</sup>.
- **Teacher appreciation** We would be doing mini pies for Christmas on Thursday, December 22<sup>nd</sup>.
- **Raise Craze-** We talked about having another event, a hat and glove drive in January. We discussed setting a school goal with a prize if it's met.

**The Meeting was adjourned at 7:09pm by President, Amanda Ruttenberg-Hakian**

**The Next PTO Meeting was Scheduled for Thursday, January 5 @6pm**