

## NPTO Meeting Minutes August 16, 2016

Present: Jess Kyle, Kate More, Susan Shanelaris, Cathy Cartmell, Christine Stevens, Pilara Bauer, Kate Segal

Meeting called to order at 6:30pm by Jess Kyle

1. **Minutes** from 7/14/16 meeting were approved.

### 2. **Treasurer Report**

No report given.

Kris Doane to:

- \*calculate average donation last year

- \*Set up paypal type service

- \*Review / report on revenue and expenses

- \*Kris to research and advise on procedure for incorporating NPTO

### 3. **LEAPP Report**

LEAPP will check in with Main Street Art regarding programming.

Kate Segal will get LEAPP the multipurpose room calendar to coordinate use of the room.

Girls on the Run will take place Spring 2017.

The Fun Run will be the first event of the school year.

Coyote Club – Dan Connor is ok with them using the fields

### 4. **Communications Report**

Jess Kyle will send email welcoming new parents.

Jess Kyle will go to kindergarten event on 8/26/16 at 9am to welcome families.

First NPTO newsletter will be sent after school starts.

Minutes to be posted on NPTO Bulletin Board and NES website.

Kate Segal will ask teachers if classrooms might want to take on ownership of the bulletin board.

## 5. Pizza Report

Friday pizza delivery time to change to 12:40pm.

## 6. Principal Report

Discussion of improvements done to the school over the summer:

- \*New kitchen floor
- \*Some classroom painting
- \*New water refill station

## 7. Upcoming Volunteer Needs / Events

Jess Kyle has ordered assignment books as requested by teachers.

Jenny Bishop is doing the student directory.

Folders: labels need to be printed, and folders stuffed before school starts. NPTO will do this as a group project. Jess Kyle will check in with Jane regarding contents of folders.

Direct Donation Drive will take place in September 2016.

**Motion** was made by Jess Kyle to set up an account to take online donations.

Vote Passed.

Holiday Fair will take place on November 19, 2016. Pilara Bauer and Natalie Freem are working on this.

Volunteer Tracking: Pilara Bauer will calculate hours from computer system, and notebook at main office.

## 8. NES Enrichment Proposal

Discussion regarding teacher requests for programming:

- \*Tiger Program (bullying)
- \*SASS
- \*Plymouth Plantation
- \*Sticks / Stones
- \*Techsploration
- \*Junk to Funk

Discussion of how NPTO should be involved to support student enrichment

Further discussion and possible vote at next meeting.

**9. Organizational / Procedural Issues**

Discussion of changing time of meetings to 7pm.

Discussion of setting staggered terms for executive board.

Suggestions for revising the NPTO bylaws have been prepared by Peter G. Warren, Esq.  
At next meeting, we will review and vote on recommended amendments.

Discussion of whether to incorporate.

Next meeting scheduled for Thursday, September 8, 2016 at 6:30pm