

Shutesbury Elementary School PTO
May Meeting Agenda
Tuesday, May 19 2025
In attendance:

- I. Call to Order
- II. Review of Minutes: [April 2026 Minutes](#)
- III. Officer's Reports
 - A. President's Report
 - B. VP's Report
 - 1.
 - C. Treasurer's Report
 1. AUCTION!!!! WOOHOO!!!
 - a) Total Raised:10,599
 - b) Expenses: \$1265.29
 - c) Net: \$9,333.71
 2. Ms. L request
 - a) \$99 (before May 31) for 4 authors virtual visits for next academic year
 - b) • October 27, 2026 — James Ponti & Kwame Mbalia
 - c) • December 8, 2026 — Raina Telgemeier
 - d) • February 9, 2027 — Nic Stone
 - e) • April 6, 2027 — Daniel Nayeri
 3. Musical Requests
 - a) Funding for costume materials (felt etc. for making headpieces, thrift store purchases of sheets etc. to make toga sashes). Frogs, ants, grasshoppers, sheep, eggs
 - b) Approved \$300 for fabric, pipe cleaners
 - c) We will host it at the library 3-6 or 5-6:30 at the school on June 3. Paint will need to be outdoors.
 - d) Let's put it in the RTN
 4. Table at Learning on the Move - June 7 in Erving 10am-12pm
 - a) We are hoping each PTO/PTCA/PIEE group might contribute by hosting a snack station together. This is a great opportunity to collaborate across schools while connecting with both new and current families. Not in person; thanks. We'll fund snacks.

IV. Committee Reports

- A. Field Day t-shirts : they have arrived. We paid for the entire thing from Soundscape.
- B. Flower Sale after Musical - liaison email to request volunteers. Just from 5-5:30. \$1 a stem? Carnations. Ask Jesse...?
- C. Teacher Appreciation:
 - 1. May 28, 11-1
 - 2. Rose is in charge
 - 3. Sign Up Genius is ready to go-
 - a) Send out the first week of May (May 7)
 - b) Flyer
 - 4. Location courtyard
 - 5. We have approval for the tent
 - 6. Backpack mail this week, then RTN, the liaison email
 - 7. Kathy Stein will come and help with flowers and setup

V. Principal's Report

- A.

VI. Old Business

- A.

VII. New Business

- A. Field Day- Outshine popsicles- Stop & Shop order. Exact student count? 120 They come in boxes of 6 or 8. Isa can put them in her freezer the night before and bring that morning. Elizabeth will put in a Stop & Shop order in advance.
- B. Officers for '25-'26
 - 1. Nominate each person- must announce in RTN before voting in June
 - 2. Nominated Rose McWilliams for secretary.
- C. 2025-26 Budget -
 - 1. Suggestions for new budget lines or adjustments - review next month!
- D. Program for next year: in-person. Move back to switching with evenings on Zoom every other month? Make a decision next month.
- E. Back-to-School fundraiser with postcards with a picture from the show. Envelopes did not look good! Town-wide mailing. Adam's mailing for Shutesbury residents. We will self-address the ones to out-of-town grandparents.
- F. End of year party -date? Just pick a SAC night.
- G. 6th grade lawn signs dropoff- there are enough for each student. Hand out at BBQ. Melissa in charge.
- H. Debbie Lee retirement gift \$100- chamber of commerce? Anna bring to office.

VIII. Adjournment 9:28