

## January 22, 2024 Hartland PTO Agenda and Meeting Notes

**Meeting Start Time: 6:35pm**

**Attendees:**

Stephanie Thibault  
Jill Skaret  
Tara Nicholas  
Jennifer Dalene  
Heather Leeman

**1) Review/approve previous month meeting notes**

**We reviewed the November meeting notes and approved.**

**2) Bus Transportation Request- Middle School 12/13/23- Update**

This is for middle school to attend a Christmas Carol at Hartford Stage. Waiting on cost estimate to be able to vote. We will table this vote for next month.

PTO voted in favor to approve this on 10/16/23 during the meeting. We are just waiting for the bus cost estimate to come in from Mrs. Bourque to finalize.

**Update- Cost Estimate received = \$300.00**

**3) Fundraiser Bracelets**

Julie received orders and bracelets. Erika delivered to families prior to Christmas.

**4) Additional Fundraising update**

Julie sold more Hartland sweatshirts over the winter break and raised more PTO funds!

**5) Apple Tree/Cloud Supplies**

Status update- Jen was working on putting together a list of what was left over for each teacher.

PTO voted to finalize the list of teachers that still had supply requests and we will provide a \$10.00 gift card for each teacher. Estimating approximately 15-18. PTO already voted and approved funding the left-over supplies, gift cards will allow each teacher to get them when needed.

**Voted and approved.**

## **6) Father Daughter/Special Family Member and Daughter Dance Event**

Event idea being presented by Jen Dalene who is volunteering to be the Chairperson. We will look into if the PTO insurance will cover the event and if we can make it open to more than one family member.

Hartland is the only town in the area who has not hosted this type of event and everyone has been very enthusiastic about the idea! Ideally, it would be a springtime fundraising event, on a Friday evening. Whereas I am willing to organize and plan and chair the event, it is not feasible to do so without the commitment of 5/6 volunteers that evening.

Because we would use Hartland School's very own Mike Welcome to DJ the event (and he said he'd give us a discounted rate!), we would have to firm up a date to host this event ASAP as the spring is his busiest time of the year.

I cannot take a step further with looking into making this happen without your help. If any of our wonderful PTO members are willing to volunteer with the event, please let me know ASAP and I will get a potential date out there.

**Expense and event approval pending committed volunteers.**

## **7) PTO Insurance Renewal**

Existing insurance expires 3/21/24 and estimated cost = \$180.00

**Voted to approve renewal and expense. Waiting on renewal notice.**

## **8) Movie Night License Renewal**

Existing annual movie license expires 5/3/24 and estimated cost = \$175.00

School can use the license all year, not just for movie night.

**Voted to approve expense. Renewal came in the mail, cost is \$186.73.**

## **9) Celebrating a School of Distinction Status**

Jill is looking for prize ideas and other support.

This is to celebrate with the students. The school is looking into having BINGO and the students can win prizes. Average game can run 10-15 minutes long, more than one student can potentially win! They want to have all the students participate and will need age appropriate prizes. Gift cards may work better for the older students. Planning is still in progress, we will keep this topic on the PTO agenda for next month to see where we can help.

**Open Tracking Items:**

Final Bus transportation cost to reimburse school from 12/13/23 – captured above = \$300.00

Final teacher cloud supplies - in progress

Breakfast for bus driver reimbursement to school? – we do not see this same event request came in this year.

Juvenile Diabetes Day snack reimbursement to school? – this was not an event for 2024

Faculty snack reimbursement to Jill? – complete

**Meeting End Time: 7:50pm**