



PTO Meeting Minutes
Date 11/22/2022

Officers: Nikki Champagne, *President*; Carolina Velasquez, *Vice President*; Michele Bradley, *Treasurer*; Jacklyn Febles, *Secretary*; Trisha Rushbrook, *Member at Large*

Attendance: Kim

Agenda Topic	DISCUSSION	ACTION RECOMMENDATIONS	Owner	Target Date	
Welcome and Introductions	No new members				
Treasurer's Report	Deferred				
Old Business: PTO Sponsored Events	Concession Stand- All donations through Amazon Smile. Expected to sell out for the Thanksgiving Day game				
New Business: Holiday Gift	Purchase gift cards for the ENSATS maintenance staff. In 2021, there were 19 Dunkin' gift card distributed. Suggestions were made to consider Market Basket gift cards and increase amount from \$20-\$30.	Confirm that final number of staff is 11 and what gift cards may be most appreciated by the team. Review budget to determine allowable amount for gift cards	Nikki Michele	11/23 11/23	X

Donations for ENSATS students	PTO provides ENSATS a check to provide gift cards to students in need.	Need to confirm budget.	Michelle	11/29	X
Hawk Holiday Hope	Amazon Smile- donations were received. Decorating 12/8 5 pm- PTO will purchase pizza for volunteers. Event is held 12/9, traditionally PTO Board Volunteers. Decoration removal 12/16- PTO will purchase pizza for volunteers.	PTO does not need to purchase decorations Need to confirm with the school what expenses the PTO will sponsor	Nikki	12/1	
Lottery Tree Raffle	2- 3' trees ordered, scratch tickets purchased. Each tree has \$500 worth of scratch tickets. Entries can be purchased on the Rally Up website beginning 11/26 There are two Winners to be drawn 12/19				
Next Meeting	January 10, 2023				