

NAB PTO MEETING AGENDA AND MINUTES

Thurs December 11th, 2025 @ 8 pm via [Google Meet](#)

WELCOME

- Intros and Attendance - [Michelle Srebnick](#), [Nina Balfe](#), [Kara Fordyce](#), [Jacquie McDonald](#), [Steph Sack](#), [Katie Uva](#)
- Review and Approve Previous Minutes from November - **APPROVED**

BUDGET

- Budget Update (Jacquie) - [In good shape, finalized #s from run, bookfair came in, waiting on final checks for mini-grants to clear](#)

EVENTS/FUNDRAISERS

- **Parent Night Out - [Volunteers needed](#)**
 - Jan 3rd, 7-11 pm Nab Lake Country Club - invite your networks!
 - [Raffle List](#) - [Finalized list, open to other offers if anyone has items to create a basket](#)
 - [To-Do List](#) - [Subgroup meeting over break to finalize to-dos - if you're interested in joining please reach out](#)
 - Emily L - Food - thank you! :)
 - Amanda - Music Bingo! And raffle assistance - thank you! :)
 - Other day of support for set up/clean up?

(Can discuss below topics if time after Parent Night Out Fundraiser Planning)

- **Field Day**
 - June 9 (rain date 10th)
 - Mr. Weston asking Nina to include CORI reminder ahead of Dec due date, in light of field day dates chosen
 - DJ - Funding all set, working w/ Jacquie on check
 - Volunteer Organizing - Anyone interested in jumping in to help organize volunteers/communicate can reach out to Mr. Weston/Nab School PTO - thank you!
- **Confirm Dates for full Calendar of PTO Events**
 - Move forward w/ 8pm, accessible for staff and parents
 - [Full events calendar](#), shared w/ office
 - Can consider an in-person opportunity for year end celebration
- **UML 1/23**
 - Update going out 12/12 in Nab News
- **Conference Luncheons / Staff Appreciation / Lounge Stocking** (Josie + Jenn Farrell)
 - Josie sent out invitation to staff, using Wrap City again, increased # of GF, DF, veg - [create a sign up/google sheet next round for food restrictions and label/set aside for those staff](#)
 - SUG went out 12/5

SUBCOMITTEES - VOLUNTEERS NEEDED!

- **AEP (Sam)**
 - **Volunteers needed** in anticipation of Sam not being @ Nab 1 year
 - Space changes this year - confirm if we can book space for all school event?
 - All school author opportunity, finalizing details w/ Nina, Sam and author
 - 2nd: Sam exploring 2nd grade point of contact, preferences, Mrs. Srebnick assisting with finding a POC- thank you! Mrs. Quinn assisting, working toward a 2nd 2nd grade event in the arts given the all school author event
 - 1st: We Rock Spectrum sensory event, Wingmasters 3/23
 - Kindy: Rhythm Kids Dec 17th, Top Secret Late March/Early April
- **Apparel (Steph)**
- **READ-A-THON (Katie Lemire)**
 - Create online sign up, just flier to go home w/out large packet
- **Spring Online Auction -**
 - Target earlier in Spring so funds raised can be applied to 2nd grade celebrations
 - **Volunteers needed** Katie L interested
 - Westford Preschool @ St Marks connections can assist (Kara)
- **Square 1 Art (Aprile)**
- **Math & Sci (Mollie, Josie, Jenn, Dave, Lindsay)**
- **Spirit Garden (formerly Cookie's Garden) **Volunteers needed****
 - Mrs. Srebnick mentioned looking for some items to purchase, Jacquie and Mrs. Blanchard can connect/confirm the budget allocated for this
- **Mini Grants (Elizabeth)**
- **Box Tops**