**Meeting Minutes for December 7th, 2020**

**Meeting called to order at 6:35PM**

* Pledge of Allegiance

**Secretary’s Report:**

* Laura Benestelli screen-shared the meeting minutes from the November 9th, 2020 meeting.
* Paused for all to review meeting minutes.  No questions on the meeting minutes.
* Call for motion to approve minutes for the November 9th, 2020 meeting.
* Motion by Tracy Dowler. Seconded by Liz Quinn.  Minutes are approved by all.

**Treasurer's Report:**

* The report link was shared in the chat and Laura Benestelli screen-shared it.  Balance as of November 30, 2020 is $56,985.06
* Motion to pay the bills by Liz Quinn.  Seconded by Gretchen Czoper.  Motion to pay the bills was approved.

**Principal’s Report:**

* Dr. Eckert did not attend the meeting but did send an email with information.  Laura Benestelli read her report. “I'd like to extend thanks to the PTO for supporting our students virtually with the Holiday craft distribution.  I hope that our book fair is successful and most importantly, I just want to thank everyone for being so flexible with the switch to full remote learning - and new instructional schedule.  We are hopeful that we can get the students back in person soon - we miss having everyone in the building.   Wishing everyone a joyous, safe and happy holiday season.”
* Mrs. Wessel - Wanted to introduce the Mcannulty PTO liaison Ms. Douglass.  There was a committee selection that delayed the MES teacher to coming to the meeting.  She also thanks the PTO for the holiday craft and that it was so much fun to have the families come and pick up their supplies.  She thanks everyone for the learning flexibility for the past few weeks and how well everyone is adapting. Wanted to clarify any confusion on the McAnnulty Canvas page, wants a one stop shop on anything you can access, students, PTO webpage, food service, etc.  Wanted to talk about the Reading Intervention that popped up, it is meant to be a helping tool for phonics.  It is meant for an additional practice at home.  Mrs. VanWie has provided phonics links for an extra resource.

**Teacher’s Report:**

* Ms. Douglas - Tess is a 1st grade teacher at MES this year.  She has taught in the district previously.  There are no further questions with the MES teachers.

**President’s Report:**

* **Audit Committee Vote -** Nominees are Dana Bush, Kim Bonelli, and Liz Quinn.  All in favor for all three nominees, everyone voted ya’s.
* **Teacher and Student Holiday Gift -** The current board did come up with gifts for the staff at both MES and WES.  It should be under budget.  There will be a distribution when the board speaks with the principals.  The students' holiday gifts are going to be Scholastic gift cards.  We are asking if the students do not fully use the gift card, will it be put back into the scholastic account or given to the teacher for the teacher’s current library.  Laura is going to contact the Scholastic Rep to get more ideas on what to do with the money not spent. If the certificate is not used, the teacher can then purchase a book with the student’s certificate and deliver it to the student.  There may be a possible book distribution if the certificates need to be free shipping.
* **Spirit Wear Extra Items -** A few years back there were extra items purchased.  We have extra 5th grade basketball shirts that we are thinking of donating to the school nurses. There needs to be a vote.  There are drawstring bags that WES has asked if they can have the bags for emergency bag kits.  Laura would like to be evenly distributed among WES and MES.  Wants to vote on giving the bags to the school.
* **Storage Room for PTO Items -** Our storage room a few years ago was a room at MES.  With our numbers rising we have been downsized at each of the schools.  We currently do not have a space at WES now.  The room that we did have is not being used as an office space.  Our items were moved.  Are there any suggestions on what we can do with our items? Our items are being broken, and misplaced while being moved.  We have items from our field days and our books from book distribution are being moved and misplaced.  We may have to invest in a storage unit, so we do not have to worry about where everything is going.  Storage lockers that are the size of a small car garage would be about $120 a month.  The units that were looked into are on Lebanon Church Road.  Carolyn Page - we have 400 books at WES and 350 books at MES.  Lauren Moore, is the storage using that you are looking into temperature controlled?  Laura - Yes.  Mrs. Wessel - pro, access to materials because nobody is supposed to be allowed in the school buildings.  Stella Epethener, time commitment on the lockers?  Laura, she thinks that it is month to month.  Dana Bush, she has rented from the units on Lebanon Church Road and she agreed that it is month to month, and she said they were also the cheapest in the area.  Liz Quin, likes the idea of all of the materials in one space for both schools. Allison Pascarella, we lose more in supplies because they are not going back where they are supposed to be going.  And there is also more control going into one area.  And will help organize!!  Going to vote on this tonight.

**Committee Reports:**

* **Book Fair (WES) -** Tracey Dowler, has not seen any sales yet.  We do not see sales until a few days after the order ships.  Most of the kids should have received the fliers.
* **Family Bingo -** Lauren Moore, bingo is at the end of January.  Set the time and have different break out rooms in Zoom (K & 1, 2 & 3, 4 & 5).  Thinking about having a PJ day at school that leads into the PJ Bingo in the evening.  Thinking of waiving fees for the virtual event.
* **Holiday Craft (MES) -** Laura Benestelli - Distribution was last week.  It was great.  There was also a material distribution at the school.  There were two pickups that went on, one in the morning and one in the evening.  There were 280 during the day that showed up to pick up their materials. She thanked the school staff for all of the help and how organized it was.
* **Holiday Craft (WES) -** Allison Pascarella will be at the distribution tomorrow at WES from 4-8pm.  She has seen people post that the kids are excited about doing the crafts.  There have been some photos on Facebook with the kids completing the crafts.  Seeing how tomorrow goes, we may ask Dr. Eckert if we can do a few hours during a day, if need be.  The money that was asked at the previous meeting, was not needed.
* **Ways & Means -** Allison Pascarella stated that current sales are $6,703.89.  We have made a profit of $1,675.98.  Sarris said that if you order by December 21 that you will receive the order before Christmas.  We suggest that you do not wait that long to order.
* **Yearbook (MES) -** Liz Quinn, They are going to start designing the yearbook with Kristy.  The biggest challenge this year is going to be taking pictures.  There is a Google Drive that Mrs. Wessel has set up for the teachers to share photos.  We are going to keep sending reminders to the teachers to keep giving us pictures.  We had some photos from the 50th Day of school.  Maybe we can get some for 100th Day.  Please give us pictures. Carolyn suggested that teachers take screenshots from live classrooms. Mrs. Wessel further talked about the permission for students to be included in the yearbook.  Liz, the theme is going to possibly be virtual computers.
* **Yearbook (WES) -** Laura did not receive a report from Rhaina.  She is working on it.

**New Business:**

* **Joyce Weber -** Could not make the meeting tonight.  Baldwin is now allowed to provide meals for non-schooling days.  There will now be a 7 day pick up instead of a 5 day.  Please still sign up on the website so they can continue to know how many meals need to be packaged for the distribution.
* Motion to approve the spirit wear items to be able to distribute to the school nurse and faculty.  First motion is Laura Benestelli, second motion is Carolyn Page.  All in favor, everyone said I’s.
* Motion to approve the storage unit for the PTO items.  Carolyn Page made the first motion.  Tracey Dowler seconded the motion.  Everyone was all in favor.  The motion passed.
* **Attendee Questions:** Sarris now says that if you order after 12/11, you may have to pay for expedited shipping for the order to be delivered by Christmas.

**Adjournment:** Meeting adjourned at 7:34PM

Motion to Adjourn, Liz Quinn, 2nd Tess Douglass