**Meeting Minutes for January 11, 2021**

**Meeting called to order at 6:33PM**

* Pledge of Allegiance

**Special Report, Principal Wessel on School Wide Title I @ MES:**

* Mrs. Wessel, upcoming family engagement night, formally known as pajama night. Staff will read bedtime stories for the students in their pajamas. We are looking at March 4th which is a Thursday, evening. They are looking for parent feedback or suggestions for the night. You can also be a part of our planning committee. HWessel@bwschools.net. Please reach out for anything.

**Secretary’s Report:**

* Laura Benestelli screen-shared the meeting minutes from the December 7th, 2020 meeting.
* Paused for all to review meeting minutes. No questions on the meeting minutes.
* Call for motion to approve minutes for the December 7th, 2020 meeting.
* Motion by Liz Quinn. Seconded by Heather Boyd. 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 December 31, 2020 is $56,201.32
* Motion to pay the bills by Jess Eckert. Seconded by Tracy Dowler. Motion to pay the bills was approved.

**Principal’s Report:**

* Dr. Eckert - Happy New Year to everyone. She wanted to thank the PTO for the staff treat bags and also for the craft helpers that passed out the holiday crafts. Been in the hybrid model of school for a week and everything is going well. We are focused on opening up on the 19th, with getting more students back into the building. We are excited to have more kids in the building. Communications will be coming at the end of the week/early next week with more information on the return to school. Some remote students will be coming back for the first time into the building next week. We want the students to know where to go when they come into the building. Wants to ask the PTO about welcome back messages to the new students on the walkways for decorations (chalk decorations, possibly a sign). New approach for distribution will be better for parents to pick up materials for remote learners. Materials are in boxes in the front of the school in marked room number bins and parents are able to come and take the items. Easier for parents to come between the longer time frame.
* Mrs. Wessel - MES has been planning for the return of the students for 4 days. We are really excited for the kids that are choosing to come to school from Remote studies. We are excited to see smiling faces walk through the doors. We want to make it an enjoyable experience for the students. We are acting as though it is our 2nd first week of school. Some things will look different as to where some students each lunch. We have not planned a remote distribution at MES yet. Some of the teachers have been reaching out. We want to see who is going to be working in the building and who will be working at home. If your child is a car rider, please email your child's teacher and MESOffice@bwschools.net email. Please let us know who will be picking your child up.

**Teacher’s Report:**

* Mrs. Artman - The teachers want to say thanks to the PTO about the holiday treat. It was a really nice surprise. Thank you so much. We have discussed our material distribution. We have done 3rd grade, and 4th grade is going on now. I am excited to have the kids back in th1e building. I am excited to see their faces. We are excited for remote also. We are looking forward to seeing how this is going to work out.
* Mrs. Elm - I think that has covered it. It has been slow. We are bracing for next week. Had a question in regards to box top submissions. She wanted to know if we are still accepting the cut out submissions. Laura said that we are only running the online submissions but there is a way for parents to submit their own boxtops themselves for the cutouts and all that information can be found on the ME & WE PTO Facebook page.
* Ms. Douglass - I want to thank PTO for the awesome treats. Thank you again for the holiday craft. A lot of the students were creating them on Christmas break. The students really enjoyed sharing the pictures, even on the live chats, showing them off. We are anxious to see the hallways on Tuesdays. I am really excited to get as many students in as possible since this is my first year at MES.

**President’s Report:**

* **Update on Students Holiday Gifts -** Laura reached out to Scholastics about the gift certificates. She hit a wall, she would need an email for each student that would receive a gift certificate. She is worried that a lot of the students would not reach out or even use the gift certificate. I have been thinking of reaching out to teachers and have them ask students, but do not want to put more on the teachers with what they already have. Another option is to buy an overall grade book. We would try to get these books in the students hands before March for the Read-A-Thon. I really did try my best, nothing really panned out with Scholastic like I hoped. I am not sure where to go from here. Mandy Elm, ELA teachers have lists on their Scholastics page. She can reach out to the teachers to give an option of a few books to pick from. Top 5 grade books for each grade level. Google form for teachers to put the books that would interest them. Mrs. Wessel, not many teachers are doing scholastic this year at MES. Teachers have been giving books from Scholastic. Ms. Douglass, agrees with Mrs. Elm about a google form for collecting data on books. Also wanted to know a price to work with. PTO decided on keeping it under $5 per student. Ms. Douglass wants to know when the data would be in by. Laura, beginning of February? Dr. Eckert suggested that this Monday since the teams will be getting together with the students not being in school. Laura, Whenever the info gets to the PTO is whenever we can order them. When Scholastic ships it, we can figure out distribution then.
* **Storage Locker -** Eleanor and Laura got the storage locker. They were able to move the stuff out of WES. The storage locker is very nice. We will be going to MES before the end of the month to clean out the stuff there. This way everything will be in one location. If you need anything out of the locker you will need to contact either Laura or Eleanor to let you in. Lauren Nort would like to get the Munchie Mouth coolers into the storage locker and is willing to meet to do so.
* **February Meeting -**  February is going to be cancelled. Laura is getting surgery and will need to take some time off. She will need to take a few weeks off. She will NOT be involved, as per Eleanor orders. Running the PTO with only 2 people has been very hard this year. Thanks to all of the parents who have been at the meetings this year and those who are participating. Thank you for the fundraising and being able to keep the PTO going this year. Many schools PTO’s have taken the year off, we have not and I really appreciate it. Eleanor will be the contact person while I am out.

**Committee Reports:**

* **Book Fair (WES) -** Tracey Dowler, the book fair started right as we went to full virtual. We missed out on a lot because the kids couldn't see anything. Sales were $517.12. Hopefully the spring will be better.
* **Family Bingo -** Lauren Moore, not much new since the last meeting. We have opted to postpone it. We have not been able to set up a meeting with the schools with everything going on. Possibly February or March. We need to touch base with everyone and get on the same page.
* **Holiday Craft (WES) -** Allison Pascarella all crafts will be at the school by Wednesday, January 13th. Grades 2 - 4 were distributed before break. 5th grade was brought up after due to the paint and not wanting to dry out. If you did not pick up your craft, they will be sent home with your kids.
* **Read-A-Thon -** Eleanor Wilson, plans are in the works. Dates are March 2 - March 16th. It will run with Read Across America which is Tuesday, March 2nd. More details to come.
* **Ways & Means -** Angie Grand, We sold $8,408.48 worth of chocolate from our Sarris Fundraiser. Our take home amount was $2,102.12. We were thinking of running the spring sale at the end of January to the beginning of April. We were hoping that maybe by the beginning of February, we can hit up Valentine's Day. We will stop selling at the beginning of April because Easter is on Sunday, April 4th this year.
* **Yearbook (MES) -** Kristy Pierce, and Liz Quinn are designing the pages and talking to Prints Charming. We are lacking in photos. We are reaching out and we are getting the same photos from the same families. We are trying not to hound the teachers, but the shared drive from Mrs. Wessel, most are empty. We know that it is a tough year but we cannot have a yearbook without photos. We also do not want to leave out the remote students. We were hoping that Mrs. Wessel can give the teachers a little push. Kristy spoke to Rhaina about doing an online link for Jostens for ordering this year. Mrs. Wessel, Ms. Douglass and I are on it, you will have pictures. Kristy and Liz are going to take care of all of the class pages. (I think I heard that correctly.)
* **Yearbook (WES) -** Raina has picked the cover for Whitehall; she is currently in contact with Josten’s rep about online sales of yearbooks. Rhaina may do all of the photos herself.

**New Business:**

* **Attendee Questions:** No questions

**Adjournment:** Meeting adjourned at 7:23PM

Motion to Adjourn Kristy Pierce, 2nd Lauren Moore.