



Meeting Minutes – December 9, 2019

(6:37) Call to Order

- Pledge of Allegiance

Secretary's Report

- Revised October Minutes read and approved.

Motion to approve made by Tracey Dowler, 2nd by Carolyn Page. Approved by all.

- November Minutes read and approved.

Motion to approve made by Carolyn Page, 2nd by Courtney Brown. Approved by all.

Treasurer's Report

- Reviewed Treasurer's Report
- Balance of \$74,302.26 as of 10/31/19
- Balance of \$65,379.96 as of 11/30/19

Motion to pay bills made by Carolyn Page, 2nd by Amy Barnhart. Approved by all.

Principal's Report

- **WES** – Nothing to report at this time.
- **MES** – Mrs. Wessel apologized for not being present at the meeting but wanted to remind volunteers that in regard to the holiday parties at MES that school age siblings are NOT permitted to attend but younger siblings ARE permitted.

Teachers Report

- **WES** – Reported by Mrs. Artman. She thanked the PTO for the book distribution. The kids and staff loved it and the kids were so happy to go home with their new books. There is a lot going on in the next two weeks. This week is the Book Fair at WES, Thursday is the Holiday Concert and Friday is Holiday Market. Next Monday and Tuesday is Holiday Craft. There are a lot of volunteers, however, some classes have none. The winter parties are next Friday before winter break. December 16-20 will be theme days and information will be coming home soon on this.
- **MES** – Reported by Miss Anderson & Mrs. Ussia. Book distribution at MES was wonderful. The teachers were able to get pictures of kids with their books. She would like to start profiling the reactions of the students when they receive their books at book distribution. Miss Anderson stated one of the things the staff is going to work on is to try and snap pictures at PTO events and put into a video so new and current families can see what happens at the events. Everyone is very excited about Family Bingo. Mrs. Wessel sent a survey regarding online signups and it was well received. Bingo sign up forms will still be available on the counter in the office also. Mrs. Artman stated that it was well received at WES also, it was easy for staff to look and see what time slots were available. Families want to help, but don't want to be at one location for the whole night so seeing what shifts are available is a helpful tool. Holiday Craft was today and couldn't have gone any better. It was very manageable. Mrs. Ussia stated it was so organized and well done, she liked how the examples were provided. The kids loved it. The kids seem to like it better in the classroom, they listen better and its more structured. Science fair was phenomenal. The biggest thing for the staff was that the team was all together in the cafeteria

and that was nice. It was well organized, and the kids loved the trophies and ribbon. They have received tons of positive feedback and Mrs. Wessel was pleased as well.

President's Report

- **PTO**-Jess Eckert was unable to attend, as she was chairing a committee at HMS. There is no official report, but she wanted to say thank you to staff, family, and volunteers helping out to create such wonderful memories at events and fundraises. We couldn't do it without your support. She also wanted to wish everyone a happy, relaxing winter break.
- **WES**- Reported by Laura Mae Benestelli. In regard to the toy drive, if you would be able to send in an unwrapped gift by December 18, it will be dropped off with Mrs. Lewis in room 130. She will be sending them out to certain locations. If you're a party parent for next week, please have your limited contact volunteer form and ID scanned prior to the party day.
- **MES** -Reported by Margaret Mahoney. The assembly in November went really well. It incorporated magic with an anti-bullying message. It was funny and engaging and the kids loved it. There will be another assembly in the spring. Currently, there is a coat drive for gently used or new coats and also underwear. The sizes are on the fliers and the PTO Facebook page. The MES staff has been taking notes of children with tears in their coats or zippers not working so they can be provided a new coat. It's a great way to make sure the children are warm enough and to give this holiday season. Thank you to the donations that have come in so far, they will go to great use. The winter party is on December 20th and should be great. Please have the limited contact form and ID scanned before party day.

Committee Reports

- **Family Bingo**- Reported by Laura Mae Benestelli. Fliers will be coming home within the next week. Ticket sales will be at MES on 1/8 and bingo is on 1/17. EXCITING ANNOUNCEMENT! Laura, the co-chairs and PTO have decided that since the PTO is doing well with their funds, the proceeds from bingo will be evenly distributed between the three faculty lounges at MES & WES and the money will go to the teachers for renovations. The principals are aware and are on board. Mrs. Ussia, Mrs. Artman and Miss Anderson were extremely thankful and think it's amazing.
- **Book Distribution** -Reported by Carolyn page. The scholastic warehouse sale is happening. She went Thursday last week to pick out a ton of books.
- **Book Fair, WES**- Reported by Angie Grand. Today is the first day, all volunteers showed up and was overall a great day. The kids had a great time buying for teachers off the wish lists.
- **Box Tops** -Reported by Sarah Shumway. Sarah encourages everyone to continue scanning and clipping for the next collection in March. She thought it might be a good idea for the teachers to include the box top report in their newsletters. Also, please check the app for new promotions. There are currently bonuses for Annie's Mac & Cheese, Lysol, Papermate, Cinnamon Toast Crunch and Natures Valley products.
- **Donation Committee**- Reported by Jill Oluszak. So far, she has received 20 donations from businesses. She has 11 baskets for Holiday Market. She is also good to go with donations for Bingo.
- **Family Fun**- Reported by Amanda Lakomy. Bowling was a success! There were a few "snafus" with the envelopes. Some substitutes were not sure what to do with the envelopes and some got lost in the shuffle of fliers and papers in the office. There was only one family that showed up that wasn't on list. There was 250ish lbs. of food along with diapers and personal care items donated to SHIM. She will start planning the spring event after the holiday chaos ends. Note: There was discussion among the group regarding fliers being sent home. There are parents complaining they are not receiving fliers/information sent home. Laura Benestelli asked if staff would send an email out in regard to the PTO fliers. The PTO will try and space out the timeframe of fliers so that the teacher's mailboxes are not loaded with so much. Mrs. Artman stated she will take a screenshot of the papers to send on Dojo and Skyblast. She will suggest that to other staff as well.

- **Holiday Craft, MES** – Reported by Tracey Dowler. This year went smoother for the kids because they are in their classrooms, in their element and its not so chaotic. There was no negative feedback so far from the staff. Tuesday will have two more sessions and then makeups. It seemed as though there was one student per kindergarten class out. Margaret Mahoney asked since this is the first year staggering and having the craft at different times, did it make a difference? Tracey reported it did work better doing it this way.
- **Holiday Craft, WES** – Reported by Amy Barnhart. Everything is purchased and she did quick math and made sure that it was under \$2 per student. It ranged from \$0.76 to \$1.62 per student. Samples for each class will be provided along with instruction sheets in color to show them the steps. There will be three volunteers per class if three are available. There are currently some classes that don't have any, but that is being worked on. All of the 2nd and 3rd grade classes will go together and all of the 4th and 5th grade will go together. There will be one box per class and a parent volunteer will have the box to pass out and distribute. Fourth grade seems to be the least expensive.
- **Holiday Market-** Reported Jill Oluszak. Everything is ready to go for Friday. She turned in the deposit from the vendors and that money should cover expenses. Whatever is made at the event will go to the PTO. She has volunteers and a set up crew coming. If there can be a reminder sent home to parents, that would be great. Mrs. Newberry plans to send it on Dojo this week.
- **LEGO Club-** Reported by Jess Eckert. Lego club has -wrapped up both 2nd and 3rd grade sessions. They are currently taking a break for holiday season. Fourth grade will start on January 8th and fliers will be coming home this week and will be due by December 19th. The session will run until 5:30pm as they will be doing advanced building with this group.
- **Morning Mile-** Reported by Mattie Porter. Morning Mile is over for the fall and will start back up in spring. Some of the kids really stuck it in the cold towards the end. There was a good turnout of parents that came and stayed and quite a few Kindergarten parents too.
- **Munchie Mouth-** reported by Lauren Nort. Munchie Mouth made \$175 at the Science Fair. They will have the usual items at the Holiday Market; pizza, pretzels with cheese and veggies. They will be selling presale pizzas for Bingo. They are currently working with MM MM Pizza to determine the price of the presale pizzas but will more than likely be \$10. Cash and checks made out to the MEWEPTO will be accepted.
- **Pencil Machine** – reported by Rhaina Immekus. She just filled the pencil machine and it is full and functioning. She will be counting out money this week and she just ordered a bunch of new pencils.
- **Science Fair** – reported by Margaret Mahoney. It was super fun. Thanks to everyone who volunteered. It was amazing to walk around and see the kids having a blast at all the different stations. Everyone looked like they were having a great time. The class projects were great. Margaret asked the group if they should be moved into the gym? Mrs. Ussia thought it was a good idea to keep them in the cafeteria, it might crowd the gym. The kid's projects were very impressive. The budget was good, it was increased at the last meeting to \$800. The total spent was \$548.34 so the increase wasn't necessary but was nice to have the cushion. Sub-Zero donated back \$100 from what they made, as they are Baldwin-Whitehall parents also. If there are any questions and/or suggestions, please email Margaret.
- **Ways & Means-** reported by Carolyn Page and Amy Barnhart. Pies & Home for the Holidays orders have been sent home. Carolyn will be picking up the Texas Roadhouse gift cards this week. They made \$431.50 on the gift cards which isn't a lot, but there were no expenses paid because Texas Roadhouse provided the fliers. The gift cards are supposed to be printed with a custom logo but that is to be determined at pickup since a logo was never sent. Carolyn will be reaching out to the parents individually to see if they would like the gift card sent home with the students. She might ask the teachers for assistance also. The next fundraiser is the Texas Roadhouse dining night out. That is January 30th, 2020 from 4-8 PM at the Texas Roadhouse in Pleasant Hills. There is no school the next day. We will receive 10% of the check for anyone that brings in the flier. The gift

cards can be used also. Silly sock day brought in \$246.25. There were 82 sellers for Sarris and sales were just over \$9000. Pickup is December 18th at WES after school.

- **MES Yearbook**- reported by Lauren Huwalt. She received the pictures from Prints Charming and met with Mrs. Wessel Monday afternoon to discuss upcoming photos for yearbook. She will be posting on Facebook to ask for volunteers for particular classrooms.
- **WES Yearbook** – reported by Amy Barnhart. Amy needs someone to take photos of 3rd grade for the holiday party. She will be sending out emails to all kids who sold Yankee Candles in multiples of 80, for their free yearbook. Also, she will be asking if they want to gift a yearbook and will need the students name and classroom. After the holidays, the yearbook order form will be available, and they are \$22. They are down \$2 due to a discount from last year. That form will come home after holiday break and they will have until January 18th to order, at least for WES.
- **Questions/Comments -**
 - Becky Brown thanked everyone for the SHIM donation and they appreciate they are the charity we chose.

Motion to adjourn made by Carolyn Page

2nd by Courtney Brown

7:25 PM Adjournment