



## Meeting Minutes – October 7, 2019

### (6:37) Call to Order

- Pledge of Allegiance

### Secretary's Report

- September Minutes read and approved

**Motion to approve made by Amanda Lakomy - motion 2<sup>nd</sup> Carolyn Page**

### Principal's Report

- **WES** – N/A
- **MES** - Principal Wessel, Mrs. Ussia & Miss Anderson are excited for color days this week. Every year, color days are celebrated, and it helps the kindergarteners to learn their colors and identify them. Today, October 7 was “red” day and tomorrow October 8 is “blue” day. Whitehall students are welcome to participate. The color days this year are helping the kids build up excitement to the upcoming Color Run, which is Friday, October 18. The staff and students are very excited about the Color Run. That day will be “Wear your favorite color” day. If your child at MES is participating, a white t-shirt will be held at MES for the child to wear during the Color Run so the child will not forget it. They can wear a tank top under their regular shirt during the day and if they need assistance with changing, they are welcome to go to Nurse Tracy. MES is also excited about the upcoming Book Fair which coincides with the Fall Festival. A flyer will be sent home in the next few days. Book Fair shopping will be open during library time which is on Day 4 and will end on the next Day 4 library time so everyone will have their own time to shop. Two librarians will be available to assist. Another exciting upcoming event will be Halloween! Principal Wessel will be releasing information to parents soon via skyblast. The information will show the parade route, in which the children will be exiting the building out of exit 21, then parade around the parking lot and circle and enter back into the building through exit 3. This is all dependent on weather. If the temperature is too cold or if is raining, the parade will be canceled, and parents will be notified via sky alert. Fall Festival is coming up! MES has teachers that are interested in volunteering and there will be a sign-up sheet in the office. It's the first big event at MES this year and Principal Wessel hopes to see as many parents and students there as possible!

### Teachers Report

- **WES** – Mrs. Artman stated there are 12 staff members that are confirmed to volunteer for Color Run. There were a few questions/comments in regard to t-shirts and purchasing t-shirts. Other than that, there were no other questions and/or comments.

### President's Report

- **Review of open committees**- MES yearbook is now open and needs a chair and co-chair. Ideally, this would be someone that has professional camera experience and has some daytime and evening ability to come into school during parties and evening events to take pictures. If you are interested, please contact the PTO and let them know.
- **Field Trip Requirements**- The discussion at the last PTO meeting was meant to be about generating more volunteers and trying to get volunteers at events and it feels as though it was not interpreted that way by the parents. The PTO has discussed internally and has had discussions with the principals. There have been many meeting hours spent discussing the revisions. The proposed revision will state that if parents/guardians complete

four items off the list that will be provided, they are entered into the field trip drawing. We are not trying to exclude any parents as we understand that everyone has different work schedules and different availabilities. We do not want to make it that you HAVE to come to an evening event. We would love the volunteers in that area, but if you could volunteer at a daytime event or participate in a fundraiser that's great also. Our goal is just to make the events as successful as possible.

- **Donation Committee-** Originally, the idea for this committee was for them to take over the raffle baskets completely for all events. However, that would require a whole reworking of the budget, taking money out of other committees and putting it into a new committee. In that case, the Donation Committee would strictly be seeking donations and not making the baskets and would have to turn over donations to the committee chairs, and the chairs would make their own baskets. We will look into establishing a Donation Committee next year, since the proposed budget was already presented. If the chairs want help, we can certainly put it out there.
- **Party Volunteers-** The goal was to have fliers sent home, today, October 7 with the list of randomly selected party volunteers. However, we were low on volunteers/ head homeroom parents and it required the PTO reaching out to parents to volunteer. We have just gotten all of the spots filled for head homeroom parents and fliers will be sent home this week. All head homeroom parents have been notified and they will reach out to their respective classroom party volunteers.

### Committee Reports

- **Box Tops-** Reported by Jess Eckert. Sarah Shumway sent the report via email. The first submission is on Thursday and all head homeroom parents should get their envelope of box tops sent home. There has been a lot of growth with the use of the app. MES has made \$65.10 so far and WES has made \$88.40. You are able to assign credit to a teacher when receipts are scanned. You select the star icon on the bottom of the screen and enter the teacher's name.
- **Book fair-** Reported by Jess Eckert. Book fair will run from October 21- October 29. Children will have the chance to go in the afternoon on their library day. A volunteer sign up sheet and a flier will be sent home this week. We would love volunteers!
- **Book Distribution** – Reported by Carolyn Page. There was Scholastic dollars and bonus dollars earned last year that needed to be spent by September 30. Usually the books are bought at the warehouse sale to acquire special deals but considering this money had to be spent by September 30, the books were bought online. Carolyn & Amy spent \$2,700 buying great books online that they typically wouldn't have gotten in the warehouse and had fun doing it!
- **Color Run** – Reported by Jess Eckert. Final orders were sent today! There are 300 WES participants, 173 MES participants and a lot of color club participants entered bringing the total to 572. Color club is for anyone that has raised more than the \$30 minimum, such as \$60 or \$90 and gets to bring a friend and/or family member to run with them. The total money raised with donations is \$21,693. The PTO will receive 70% (\$15,185.10) and that money is used to go on field trips and other fun activities for the students. On the day of Color Run, October 18, MES will have a shuttle running to WES. MES parents should ONLY park at MES. There will not be enough space at WES to park. When you arrive at WES, you will check your child in and if you're a spectator, you will go to the field. If you are a volunteer, you will get your shirt and be sent to your station. If you are a runner, you will be escorted to the holding area for your group to meet and will then proceed to the field when it's your wave. Parents/ Guardians do not have to check out directly after the run. The students just need to leave the track and meet up with their parent/guardian. When you are ready to leave, you will check your child out at the tables with balloons and if you're a WES parent, you will take your child home. If you are a MES parent, you will get back onto the shuttle and return to MES. WES parents can park on the gravel lot. The local police will be notified of the overflow onto the streets. During the Color Run, there will be other activities going on such as a dance party, games, the Kona Ice truck, and extra color packets available. Items that were earned during the fundraiser

will be shipped to WES next week. They will arrive in a box sorted by homeroom/teacher name. They will then be further sorted and put into individual bags for the students. On Thursday, October 17, the items for the MES participants will be brought to MES. Principal Wessel will decide whether to distribute ahead of time or give them to the students the day of. Jess Eckert will reach out to those color club members to confirm if they are siblings, adults, etc. so they can have their t-shirt ahead of time.

- **Fall Festival** – Reported by Amanda Lakomy. Pumpkin sales are doing well and may even pass last year's total of \$251. Currently, the total is \$238. The raffle basket donations are starting to come in. Coffee/tea and Halloween seem to be very popular. The baskets lacking donations are the game & gift card baskets, but there is still time to donate. The PTO is donating a book basket. Amy Barnhart will be donating Yankee Candles. There are a lot of volunteers and some student volunteers also. Amanda will reach out to Dana Bush to decide which costumes characters will be used. Also, in the works is the activity/theme that will be in the gym. All in all, double thumbs up so far!
- **Family Fun**- Reported by Amanda Lakomy. This year it will be held at Legacy Lanes on November 9, 2019. There will be two sessions, 11:00-1:00 and 1:30-3:30. The price will be \$10 a bowler and includes unlimited bowling for two hours, two slices of pizza, shoe rental and a drink. There is only allowed 5/6 per lane and there are only 24 lanes at the alley. If you sign up for a session and its full, Amanda will let you know and make arrangements with you. There will also be a food drive for SHIM, as there is a lot of need in that area. Legacy Lanes will be donating a prize; last year it was a 10-person party pack. If there is extra money in the budget, there could possible be a second prize!
- **LEGO Club**- Reported by Jess Eckert. Dave and Jess have made flyers for 2<sup>nd</sup> grade. Hopefully, they will come home in the next few days. If you go to [bwlegoclub.com](http://bwlegoclub.com), you can register online for 2<sup>nd</sup> grade. Lego Club will start October 21 and runs for four weeks on every Monday. After those four weeks, it will move to 3<sup>rd</sup> grade and so on and so forth. Fliers will come home each month for each grade level. There is also a grade level project for each grade which Dave is currently working on. He is getting the supplies for the engineering challenges and everyone is excited for it to begin!
- **Morning Mile**- reported by Jess Eckert. Information supplied by Mattie Porter. So far, it's going great. Morning Mile is Tuesdays and Thursdays at 8:20 AM before school. Kids come to the track and exercise and get their energy out before the school day begins. There are many great volunteers and would love even more parent volunteers! A limited contact form will need to be filled out prior to volunteering.
- **Munchie Mouth**- reported by Lauren Nort. Lauren appreciates everyone's help and asks that children are not behind the Munchie Mouth tables at events. Pop/Soda will not be offered at Color Run. There will be water and Powerade. This year, Munchie Mouth is trying some new, healthier options such as fresh fruit, string cheese and slim jims. There will be limited availability at first to see the interest in the new options.
- **Pencil Machine** – reported by Rhaina Immekus. Rhaina went to go see the pencil machine and there was very little money inside. The machine is currently located in the WES office and Rhaina emailed Principal Marsteller to see about moving the machine to a location where the students would have better access to it. Rhaina will do her best to get this moved and get it selling!
- **Science Fair** – reported by Margaret Mahoney. The Science Fair will be held Thursday, November 21 from 6:30-8:30 PM at WES. It is open to all K-5 students. Entry forms will be coming home this week and the deadline for entries is October 25. If you need time to brainstorm, start now! The forms will include websites with age appropriate experiments you can get ideas from. MES has the option to display a class project, which is up to the individual teachers. The teachers would get a class trophy and the students would get a ribbon. The librarians from both public libraries will be present along with Women in Engineering and teachers from the High School. Subzero ice cream will be available for \$4 per serving. In order to eliminate paper notifications, just an entry form will be sent home and a program will be available the day of the fair. Volunteers are always welcome and

needed. Included on the entry form will be a link for sign up genius to volunteer. Margaret met with Principal Wessel, Principal Marsteller and Assistant Principal Newberry and all are confident it will be a successful event.

- **Spirit Wear** – reported by Carolyn Page. Sales were “mind blowing”! They were projected to bring in \$500 and actually brought in \$1,445. Carolyn just received word that the boxes are in and she will start to sort and distribute this week. If there is a large order, Carolyn will contact the parents for arrangements. Note, Spirit Wear is its own committee and the Tumblers being sold are part of Ways & Means.
- **Ways & Means**- reported by Angie Grand, Carolyn Page & Amy Barnhart. There were 19 tumblers sold, for a total of \$226 and the PTO will receive 40% of that. Crazy Hair Day brought in \$507.71 with a \$1 donation per student! Home for the Holidays is currently running and no word yet on how that is doing. Pies will be next, starting on October 15<sup>th</sup>. The pies and pie ingredients will be listed on the PTO website. Following the pies are Sarris orders which will start on the 29<sup>th</sup>.
- **WES Yearbook** – reported by Amy Barnhart. Yankee candles sold \$20,701.25 with 139 sellers and the PTO receives 40%. There were 188 yearbooks earned between both schools. Those will be submitted this week. Amy reached out to the Photography Club and asked Mrs. Bauer & Mrs. Delon if they would be interested in having the students take pictures for the yearbook. The 5<sup>th</sup> grade end of the year photo will actually be taken this month, so that its able to be done outside. If there are any volunteers to take pictures for WES 3<sup>rd</sup> grade, please contact Amy.

#### **Treasurer’s Report**

- Reviewed Treasurer’s Report
- Balance of \$35,197.61 as of 8/31/19
- Balance of \$41,271.14 as of 9/30/19
- Last month proposed budget was put out to review and a vote will take place tonight to accept it.

**Motion to approve the budget made by Carolyn Page, 2nd by Amanda Lakomy. Approved by all.**

**Motion to pay the bills made by Lauren Nort -motion 2<sup>nd</sup> by Megan Newsome**

- **Questions/Comments**

Stephanie Esek asked about Color Run logistics. Jess Eckert stated that they will run in waves, with MES being last due to the bussing/shuttle.

**Motion to adjourn made by Carolyn Page –motion 2<sup>nd</sup> by Amanda Lakomy**

**7:23 PM Adjournment**