**Meeting Minutes for November 9th, 2020**

**Meeting called to order at 6:34.**

* Pledge of Allegiance

**Announcements:**

Laura Mae Benestelli (PTO president) and Eleanor Wilson (PTO treasurer) were introduced.

 **Secretary’s report:**

* Laura Benestelli screen-shared the meeting minutes from the October 5th, 2020 meeting.
* Paused for all to review meeting minutes.
* Call for motion to approve minutes for September 21, 2020 meeting.
Motioned by Tracy Dowler. Seconded by Liz Quinn. Minutes are approved by all.

**Treasurers Report**:

Treasurer’s Report:

 The report link was shared in the chat and Laura Benestelli screen-shared it. Balance as of October 31st, 2020 is $60,771,91. Eleanor Wilson called for questions. There were none.

* + Motion to pay the bills by Liz Quinn. Seconded by Tracy Dowler. Motion to pay the bills was approved.

**Principal’s Report:**

* Dr. Eckert reported a congratulations was for her Vice Principal Laurel Newberry who had recently gotten married and will now be going by Laurel Rader. She also wanted to thank the PTO for the Halloween Crafts and all the packaging. Dr. Eckert stated it may not have been a normal Halloween year, but the virtual parade went well and that figuring out the logistics of it all was a task, but it all worked out very well. Dr. Eckert talked about the BW Creations students and their efforts in making several amazing items that are available for purchase. She shared the site shopbwcreations.com. Eleanor Wilson inquired about sharing the site on the PTO page which Dr. Eckert said she would share the flier made.
* Mrs. Wessel thanked the PTO for the Halloween activities. The crafts and bookmarks were well received by the students the virtual parade went very well. The kids had a wonderful day and it was a great day for the students. Mrs. Wessel wanted to throw out a few dates coming up. In November there will be picture retakes on the 17th and 19th. Report Card will be issued on the 16th. A paper copy will be sent home on top of being able to view the report card via Skyward. Parent teacher conferences will be held on November 18th. That day will be served as a half day with no live instructions that day. There will be a remote learning distribution of holiday materials after thanksgiving. Thanksgiving break begins with a half day on November 25th and then continues with days off from the Thursday the 26th through the Monday the 30th. Students will resume in the school on Tuesday, December 1st.

**Teachers Report:**

* Mrs. Elm reported and wanted to thank the PTO for the Halloween craft. The teachers enjoyed being able to do the craft with their students in the classroom and connect with their students via remote.
* Mrs. Wessel gave the teacher’s report and stated her teachers were very thankful for the Halloween craft and the opportunity to do the activities with the students in classroom and virtual as well.

**President’s Report:** Laura Benestelli asked for all nominations for audit committee. She stated that anyone could nominate themselves from the floor or they were able to email her later to put their name in. Kim Bonelli, Liz Quinn, and Dana Bush. All put their names in for nomination. Laura Benestelli reported that she and Eleanor Wilson had been discussing doing something special for the staff and students for the upcoming holiday. They both feel in this time frame it would be nice to be able to show the appreciation for all the staff are doing and since with COVID restrictions they felt they couldn’t do what they were unable to do what they did at the beginning of last year with baskets filled with snacks in the facility lounges they wanted suggestions on how to do it with COVID restrictions. Mrs. Elm stated the teachers enjoy “sweets” and that if you the PTO can make things that safely fit into their mailboxes then that is the way to go. The discussion then moved on to the students where Laura stated there were two options they were thinking of going. One was giving each student a book and the other was a t-shirt. Tracy Dowler stated the book was something she would prefer thinking a child would get a lot more from it. Stacy Ngygen seconded it and stated her boys love to read and would appreciate that more. There was much discussion about how to get the books into the kids hands and consensus was to do it in form of a gift certificate where the students would be able to spend the money themselves and pick their own books.

**Committee Reports:**

**Book Fair MES & WES:** Tracy Dowler reported that McAnnulty made $851.90 in sales during their bookfair. She stated that she was unable to see all the progress of the sale due to the fact the Scholastic doesn’t update until the books are sent out. Whitehall bookfair will be running from December 4th-17th.

**Family Bingo:** Report given by Laura Benestelli reported on behalf of Jessica Carlson. Laura stated she had spoken to Jessica earlier in the day and that Jessica is working with Lauren Moore and the two of them have come up with some amazing ideas so far for Family Bingo. It will be all virtual and they have found program that they think will be very good. They want to divide up the kids by grade levels and have them play that way. More details to follow at next meeting.

**Holiday Craft MES:** Tracy Dowler reported that she will be working with Mrs. Wessel on a distribution date and that everything is finalized in the picking of the crafts and that she would be getting everything ready for the handing out process. Tracy is concerned she may go over budget and asked for an addition $100.00 for Holiday Craft.

**Holiday Craft WES:** Allison Pascarella reported that she has mostly all crafts prepared and ready to go. She stated she has a few more things to purchase and in the off chance she may go over budget she would like an increase of $200.00. She stated there will be a distribution for all remote students to pick up their crafts. All hybrid students will receive their crafts to take home to do at home with family. Mrs. Wessel stated she will have her hybrid students doing their craft in the classroom and the remote student will have a pickup.

**Spirit Wear:** Report given by Laura Benestelli on the behalf of Jessica Eckert. All of the items have been picked up from LeWay and a distribution happened last week. All leftover items that were not picked up will be taken to the school and sent home with students. The student sale made $429.40 and the staff sale made $141.80. The highest selling items for this sale were short and long-sleeved t-shirts and sweatpants.

**Ways and Means:** Angie Grand reported that Sarris is doing very well. Sarris sales have made $4,208.21 and we have profited $1,052.05. The sale continues until December 21st.

**Yearbook WES**: Report given by Laura Benestelli on the behalf of Rhaina Taylor. Rhaina has set up an email address to get photos from the teachers and parents. She has forwarded the invoices for both the ME and WE for this year’s yearbooks to the PTO for payment. In the next few weeks, she plans to contact the teachers and ask for photos for class interactions. Last year she was given access to some teachers google drives.

**Yearbook MES:** Reported by Liz Quinn. Liz stated she will be co-chairing with Kristy Pierce for MES yearbook and that they picked a cover page that has a computer on it that they felt was very relevant to this year. They have also created an email for teachers and parents to share pictures. They are meeting with Rhaina to learn more about yearbook and get some more insight into how she has done yearbook.

**New business:** Laura Benestelli called for motions to approve the following increases in funding.

Holiday craft MES. Mrs. Wessel motioned for $100.00 increase and the motion was 2nd by Kim Bonelli. All microphones were turned on and all attendees approved. Motion passed.

Holiday craft WES. Margaret Mahoney motioned for $200.00 increase and the motion was 2nd by Liz Quinn. All microphones were turned on and all attendees approved. Motion passed.

$500 for teacher/staff Holiday gift. Stacy Ngygen motioned for $500.00 to be used for teachers/staff to receive a treat on behalf of the PTO the holiday. The motion was 2nd by Liz Quinn. All microphones were turned on and all attendees approved. Motion passed.

$5.00 per student to receive a holiday gift from the PTO. Allison Pascarella motioned for the $5.00 per student. 2nd by Angie Grand. All microphones were turned on and all attendees approved. Motion passed.

**Questions and Comments from Attendees:**

Laura Benestelli asked if Joyce Weber would like to speak about the food service pickup and update on anything going on. Joyce stated that Monday the high school was without water so the original pickup for full remote students was cancelled but reschedule for Tuesday. A question from Lauren Moore was asked about filling out the online form for pickup weekly. Joyce stated that “YES” the form needs to be filled out weekly. This will ensure the staff is able to get an accurate count of who is coming to pick up the meals and that they don’t run out.

**Adjournment:** Meeting adjourned at 7:37PM