**Meeting Minutes for September 21, 2020**

**Meeting called to order at 6:36.**

* Pledge of allegiance

**Announcements:**

Laura Benestelli introduced herself as the PTO president. She has been on the board for 4 years and loves being on the board. She wants to be involved for as long as she can. Laura says this is an interesting year, but she is excited to see what new things the PTO can do, and they want to be as involved as they can. Eleanor Wilson is the treasurer, and this is her second year on the board. Tonight, for the meeting expectations, they ask you stay muted. They ask you use the chat feature if you have a question and they will get to attendee questions at the end of the meeting. You may feel free to use the chat feature as they are discussing something.

**Secretary’s report:**

* Laura Benestelli explained that after reviewing our meeting minutes it will be motioned for the minutes to be approved. They will ask for a motion to approve and then ask for a second. They will then ask for a vote. If there is a problem, please unmute yourself and let them know.
* Review the meeting minutes from the May 2020 meeting. You can unmute and talk to them if there are any questions or concerns.
* \*Pause to review meeting minutes\*
* Call for motion to approve minutes for May meeting. Motioned by Liz Quinn. Seconded by Stella Eperthener. Minutes are approved.

**Treasurers Report**:

* Report was shared on the screen. $66144.82 was the starting balance. $61835.37 balance as of August 30th. There were no questions regarding the report.
* Motion to pay the bills by Sam Edwards. Seconded by Stella Eperthener. Motion to pay the bills was approved.

**Principal’s report:**

* Dr. Kara Eckert reported as the new principal for Whitehall Elementary and she introduced Ms. Laurel Newberry as the Vice Principal. Dr. Eckert started on July 1 and she has 22 years of experience teaching elementary education, special education, and building administration in a few local districts. She knows it is crazy times but says we have had a great start with staff and students. She thanks everyone for their patience and flexibility. She would like to thank the PTO for the welcome with the signs and the chalk. There was a lot of positive feedback from parents and students. It was there for the second first day as well and is a nice way to enter the building. She is happy to say that Chromebooks are in and they were distributed to second grade on Friday and today. They are contacting remote learner family’s who still need devices. If you know of anyone that still needs a device, please contact the office. This has been a little bit of a challenge, but the students are adapting white well and are navigating those systems. She thanks you for being patient. She states we are all learning this together. Class pictures are coming up. It is for Monday, September 28 for hybrid group 1. Wednesday, September 30th for remote. Thursday, October 1st for hybrid group 2 students. Please send your children with their smiles! We are looking forward to a positive year and excited to see children in the building. The principals have enjoyed getting to say hi to the students. There were no questions regarding Whitehall.
* Heather Wessel reported for McAnnulty. She stated it is so nice to see everyone again. Thank you to the PTO for all the wonderful experiences you created with chalk and signs. Thank you for the lanyards for the student masks. They have worked very well, and it has been phenomenal for when they are eating lunch. Hybrid group 2 received chrome books Friday and hybrid group 1 received them today. They are still working through some kinks with technology department, but most students have picked up a device. They are still working to get newer devices in the hands of remote learners. The devices are not touch screen, but they are new. Class picture days are coming up. Tuesday September 29th for hybrid group 1 students. Remote learners’ pictures will be taken at Whitehall on September 30th. Hybrid group 2 on October 2nd. They have a call into Prints Charming to figure out the schedule for AM PM kindergarten. They want to make sure everyone is on the same page before announcing the schedule as they have to work out the details first. She thanks for all of your support. They had an amazing start and have been so happy to see students in the building. The kids are doing a fantastic job with their masks. We do take masks breaks for once an hour every ten minutes. We look forward to working with the PTO this year.

**Teachers Report:**

* Miss Thorhauer just wanted to reiterate what Mrs. Wessel said. The teachers really appreciate the lanyards and they help with making sure the masks don’t get lost. Some kids are even hooking their bus tag to the lanyard. She thanked everyone for everything they are doing.

**Presidents Report:**

* Going paperless this year. With how things are going this year this is the best year to start this off. Mainly all communication will be on the Facebook page, twitter, and the Weebly website. The principals will also be sending everything as a Dojo or Skyblast. Please follow the PTO on all of their platforms. If there is a situation where you really need a flyer, please reach out to the PTO. Please send feedback as well.
* Committees are different this year. There is a committee section on the Weebly page, and everything is listed with the chairs, cochairs, and what is available. Everything is listed, including what is filled and what is not filled. There is a box that you can fill in if you are interested in cochairing.
* Few things can be held virtually. Art and Music Festival needs a chair and cochair. They have Mrs. Kraus, Mr. Booth, and Mrs. Tortorice that would help with this. Anyone interested please let them know.
* Audit committee is needed for January Audit. Anthony Langel is supposed to serve a second term. We ask the anybody interested to show interest in November, and you will be voted in as a member of the audit committee in December.
* They will hold Bingo virtually in January. Jess Carlson will be chairing but there is cochair positions open.
* Book distribution will be put on hold as there is so much group interaction with this committee that they will hold off until the Spring.
* Fall Festival will be postponed until next year as there is no safe way to do it. Science Fair and Holiday Market are also postponed until next year. It is not an easy decision but after talking to principals they feel it is the safest decision to make for right now. Everything will be revisits in the spring and they will decide in the spring if the other committees can continue.
* They usually have Committee folders that each chairperson has made but some chairs have not turned them in. The PPTO would like to turn the folders into virtual committee folders. They can then be passed along to the next person and it will be easier to pass along as it will all be in a Google folder.
* Everything is listed that needs a chair or cochair. Please go to the PTO Weebly page and see what needs filled. If you are new to this, they are willing to help you.

**Committee Reports**

**Audit:** Allison Pascarella reported that Kim Geary and Anthony Langel were on the audit committee and were reporting for July 1 to December 31st. Usually they meet in person, but they had had to look at things independently this year. One check was not deposited for McAnnulty yearbook but that was because it was not written out to ME & WE PTO, as it was written out to “yearbook.” At end of the year McAnnulty had a pickup and people paid cash at that time. Allison Pascarella has finalized her treasurer duties

**Book Fair MES & WES:** Tracy Dowler is chairing MES and WES and Sam Edwards will be helping her for MES. McAnnulty book fair will run October 19th to November 1st. Whitehall book fair will run December 1st to December 14th. These will be online fairs and book orders over $25 get free shipping. The PTO will make 25-percent of the sales. They will send out digital fliers and get Wishlist for teachers.

**Holiday Craft MES:** Tracy and Laura are discussing a distribution for remote students and bringing separated crafts in for kids in hybrid.

**Holiday Craft WES:** Allison Pascarella is in the early stages of planning grab and go craft ideas. She will come up with no paint crafts because it’s hard to pack paint to send home. She has figured out a way for fifth graders to get white paint home for fifth graders and kindergarteners. They make a handprint craft that says, “love never melts.”

**Spirit Wear:** Jessica Eckert reported for SpirtWear. They have a staff store and student store this year. So far, they have 21 orders from the staff store and 13 orders from the student store. Please keep sharing the information and let her know if you would like to see anything different in the stores in the future.

**Ways and Means:** Allison Pascarella and Angie Grand are chairing Ways and Means. Ways and Means is going to be scaled back this year. They have some money left from events last year, so they are going to stick with everyone’s favorite Sarris candy. It is all online and it will be shipped directly to customers. Friends and family out of state can order. Will run from beginning of October to December.

**Yearbook WES**: Rhaina Immekus will be chairing. She and the PTO discussed it and they are having a yearbook. Prints Charming doing the photos and Rhaina is going to do her best to figure out how to get pictures from remote students. They will work with principals to figure out spirit days that all students can all do.

**Yearbook MES:** PTO needs a chair for this year. The yearbook is a huge undertaking but if you can manage Shutterfly you can manage the Jostens yearbook. If you are a McAnnulty parent, please ask questions. Rhaina will also be there to help guide someone new.

**New business:**

* After talking to principals and reviewing Dr Lutz’s guidelines they will not be having parties. They would still like to have head homeroom parents. The PTO will do a Google form for head homeroom parents and they will get all the results and let you know if they get picked. This person will be there to help the teacher with anything they need or to communicate with the PTO officers if needed. Box tops will not be collected this year so that will not need to be done. The head homeroom parent will still happen this year so look for the form being posted later this week.
* Eleanor discussed the budget. Laura shared the proposed budget on screen. It is going to look different this year. They are projected to operate at a loss; however they don’t know what the spring is going to hold with events and expenses. One big thing is field trips as that is a huge expense in the spring and they do not know what is happening with that yet. Also, they do not know if any of the field days will be happening. Those in attendance were asked to look it over and report any questions. No questions were asked. The budget can be voted on and approved at the next meeting.

**Questions and Comments from Attendees:**

* Mrs. Wessel commented that there are a lot of yearbooks left at McAnnulty. PTO will start reaching out to them.
* Angie Grand asked about the spirit wear link. It was sky blasted this past weekend and it is on the Facebook page.
* Heather Boyd asked how to select a specific teacher for box tops. The PTO is relearning how to do it and Laura will be posting directions within this next week on the Facebook page and the Weebly page.
* Meg Newsome asked how to get to the Weebly page and Eleanor posted it to the chat.
* Lauren Moore has a remote learner and asked if she must get pictures taken by Prints Charming or could send in her own. Laura said that yes it could be sent in but they may need to use a certain format, but the PTO will share that information as soon as they have it.
* Miss Dolores from Baldwin Library offered to do anything that they can to help. They are sad that they cannot come into the schools this year. They wanted to mention that the library is open. You can also do curbside pickup at the library. They would be happy to put things on their Facebook page and could help get books to teachers. Please keep them in mind if there is anything they can do to help and please reach out to them.

**Adjournment:**

Motion to adjourn made by Mrs. Heatherlyn Wessel. Seconded by Gretchen Cooper. Meeting is adjourned.

Next meeting is October 5th.