



Whitesboro Middle School PTO Meeting

Meeting Minutes for February 7, 2022

Members Present: President, John Sheaffer; Vice President, Chitsana Sheaffer; Treasurer, Jill Bauernfeind; Teacher Liaison, Barbara Butka; Teacher Liaison Parkway, Jessica Hamilton; Principal, John Egrestis; Asst Principal, Mike Spost.

- **Welcome and Introduction**
- **Review/Approve**
 - PTO Meeting Minutes - January 3, 2022 - approved
 - Treasurer's Report - approved
- **Old Business**
 - Fall/Winter Spiritwear Sale - umbrella orders
 - A&P will fill the existing 2 umbrella orders from the fall sale by creating new umbrellas
 - Per Barb - There was a left over inventory which was purchased by Whitesboro as part of a minimum order requirement from several years ago, but A&P is not able find it. Barb will talk with other prior officers to determine the number of umbrellas that were left, and we will ask A&P for reimbursement.
- **Current Business**
 - Budget/Fundraisers
 - Gertrude Hawk
 - 2021-2022 sale dates/Information:
 - Monday, February 7th through Friday February 18th (flyers going home 2/7)
 - Spring Break the week of February 21st
 - Late orders accepted until the week of February 28th
 - School pickup and ship to home order options
 - Tally orders by March 4th?
 - The PTO will meet at 3:30pm on Thursday March 3rd at Barb's science room to tally/finalize Gertrude Hawk orders
 - Curbside pickup the week of March 28th
 - Spring Spiritwear Sale
 - Vendor - need local pickup option
 - A&P is available to run the Spring Sale
 - John E. plans to talk to Seasonal Sports regarding a sale
 - Other potential vendors have been Mohawk Valley Designs and Max's
 - The PTO plans to make a decision at the March 7th meeting on the vendor and start the promotion soon after March 7th
 - Also, we'd like to keep the store open after the sale for parents to make purchases outside of the promotion cycle
 - Promotion dates
 - Other (if needed)
 - PTO Promotion
 - Facebook Survey – John S. will send out a survey prior to the March 7th meeting
 - February/March Middle School Newsletter
 - Help needed/Open positions, current fundraisers, and next PTO meeting will be advertised
 - **Open positions**
 - 2021-2022 Open position(s): Secretary
 - 2022-2023 Open position(s): President, Vice President, Secretary

- **Future Business**

- Administrative Professionals Day - Wednesday, April 27 (gift certificates) **3 Administrative Professionals**
- Teacher Appreciation Day - Tuesday, May 3 (luncheon) **food trucks with \$10 voucher preferred choice similar to last year. Cost was about \$1,000 in 2021**
- Nurse's Day - Friday May 6 (gift certificates) **2 MS nurses**
- Spring Dance - Administration is evaluating the possibility
- Field Trips - 6th Grade Festival - June 23; 7th Grade Field Trip - June 21; 8th Grade Field Trip - June 22
- Commencements
 - 8th Grade Moving Up/Dance - Thursday, June 23; Ceremony, 6:30pm, Dance 7:30-9:30pm
 - Class photos for students = ~\$2/each
 - High School Graduation - Saturday, June 18; 9:30 am

- **New Business, Open Discussion, Request for Funds**

- **Michael S. reminded the PTO there will be a cost of approximately \$100 to host an event for the Mentor program in April which was previously approved by the PTO**

- **Remaining 2021-20212 Meetings (via Zoom until further notice)**

- Monday 6:30pm - March 7, April 4, May 2, June 6