



Westfield Middle School PTO November 2020 Minutes

Date / Time / Location: Wednesday, November 18, 2020 / 6:00 PM / Virtual Meeting

Call to Order by WMS PTO President Rachel Bullock at 6:04 PM

Attendance / Introductions

WMS PTO Board - Rachel Bullock (President), Melanie McNamara (Director), Heidi Whalen (Media/Communications Secretary), Jennifer Boyd (Treasurer), Colleen Cekovsky (Recording Secretary), Nicole Gravel-Blaney (Financial Secretary)

WMS Parents - Heather Talbot, Amy Platt

WMS Staff - Jessica Kennedy, Karoline Kells

Review and Approval of minutes from October 2020 meeting and November 10 Executive board meeting minutes - Approved

President's Report – Rachel Bullock

- Whip City Customs owner - Heather. They made flyer. They are doing this at cost to us. Gift card to thank her?

Principal's Update – Jessica Kennedy

- WMS will do regular school pictures with LifeTouch in December
 - How does this affect the fundraiser? These will be regular school pictures. I feel like there is still a need for ones that can be more “memorable” with masks etc.
 - Driving factors for committing to LifeTouch:
 - Safety (updated pictures in PowerSchool and Student IDs)

- Supporting them as a business
- Generation Leadership Training Update - 40 students. Doing Kindness Challenge, put out to entire school community. Will work with staff in the future.
- WMS Leadership Team Update - 5 parents, 6 students, staff signed up. Looking at school concerns.
- Creative ideas for the following:
 - Virtual “End of the Year” Activity for 7th graders
 - Could this be a cool virtual field trip??
 - Low Meadows socially distanced?
 - Virtual “End of the Year” Activity for 8th Graders
 - High Meadows not happening
 - Suggestion for cinema. \$100 for 20 participants. Cost of multiple theatres and busses.
 - Look Park (transportation issue)
 - BMX Show, Staff as DJ, Ice Cream Truck/Popcorn/Cotton Candy, laser show, dunk tank/duct tape (PBIS connected)
 - Tik Tok Challenge
 - Tshirts - different colors for 7th and 8th grade. WTA printing?
 - Virtual “End of the Year” Celebration for 8th Graders
 - Could this be done outside safely? Possibly in the back field?
 - Or could this be done as a live broadcast?
- Team weekly updates. Teachers can communicate about fundraisers. MOA dictates teacher communication weekly with parents.

Treasurer’s Reports – Jennifer Boyd

- Financial Report
 - **Beginning Balance** = \$2413.18
 - Revenue = N/A
 - Expenses
 - \$41.00 - Application for incorporation
 - \$15.00 - Certified copy of incorporation
 - **Ending Balance** = \$2357.18

Media/Communications Update (Heidi Whalen)

- PTO new email address (wmsptorocks@gmail.com). Input onto PTO website.
- Need to figure out setting up events on group page, not on personal page

Spirit Wear Update (Karoline Kells)

- New order not happening; can’t guarantee delivery for Christmas.
- Last order is finally in! 3 month turnaround; quality not that great.

- Check for approximately \$300 incoming
- New company? Same one Westfield Football uses? Similar prices but better quality

Fundraising

- Update on Ornament fundraiser event to begin Nov.18 (Heather T/Jen /Rachel). Event is live. CheddarUp page up and running. Will need pickup dates - TBD. Jen will periodically send orders to Heather. Heidi will post every 3-5 days. Will include link. Will share on other pages.
- Photographs – drive by? Front porch? Wendy McCann and/or Sheila? Moved to Spring - end of the year pictures?
- Set up a Positivity Account for students. Voted to add a line item in the budget. \$300
 - “You Make the World a Better Place” company, positive postcards to include student artwork
- Teacher Appreciation - admin is periodically doing things for staff
- Discussion of a Spring fundraiser and possible vendors
- Want to commit to using local businesses this year, decided to go with Meadow Farm Fundraiser for the Spring 2021 (they are local in Agawam) , also talk with Heather Talbot about her small business for a fundraiser possibly, Nicole’s idea of school bracelets towards end of year

Presentations / Requests from Teachers

None

Old Business

New Business

- Status of:
 - DC Trip - is a no go for this year
 - Yearbooks- trying to line people up to get this going
 - 8th Grade Send Off- will do something for sure
 - Other

Meeting adjourned by Rachel Bullock at 7:19pm

