

Board Member

Maria Truman, President /Martina Polomcak, Vice President and Treasurer
Jessica Harrison, Vice President / Amy Hindson, Secretary / Annie Messina, Teacher Liaison

Pledge of Allegiance

Review and Approve November Meeting Minutes

Call Meeting to Order

Review and Approve November and December Financial Report

Introduction of Board Members

Committee Reports:

❖ Book Fairs:

- March 3-7 May 12-16

❖ Community Events:

- Summit Lanes Community Night Out-TBD
- 940 Golf N' Fun Community Night: TBD

❖ PTO Events & Fundraising:

- Spirit Wear:
 - ▶ (Summer): June - Delivery at TEC Open House
- After-school Activities:
 - ▶ Movie: [Grades K-6]: Feb.12
 - ▶ Juice-N'-Paint [Grades K-6]: Feb.26
 - ▶ Dr. Seuss Bingo Mar. 3 [Grades K-2]
 - ▶ Movie: [Grades K-6]: March 26
 - ▶ Craft: Apr.8 [Grades K-2]/ Apr.10 [Grades 3-5]
- Gertrude Hawk: Feb.24-March 10
 - ▶ *Delivery by week of April 7
- Penny Wars: March 17-21
- Chorus/ Band Concerts:
 - ▶ Spring: TBD
- TEC Play: Winnie The Pooh
 - ▶ March 6 @ 6:30pm
- Plant Sale: May 5-9 (Mother's Day, May 11)
- Teacher/ Staff Appreciation Week: May 5-9
- Tie-Dye Shirts/Field Day: TBD
- 6th Grade Ceremony: TBD
- Hospitality (Bake Sales/Staff Meals)

New Business:

- ❖ Bridget Gollin will be removed as authorized signatory from TEC PTO bank account due to her resignation as PTO Treasurer effective 12/31/24.

❖ Reminders:

- Act 80 Days:
 - **3hr Early Dismissals:** Jan. 8, Feb.5, Mar. 5, May 7
 - **School Closed:** Feb 14
- School Holidays:
 - President's Day: Feb. 17
 - Spring Break: Apr. 17-21
 - Memorial Day: May 26

Old Business:

- ❖ ALL three official clearances are **REQUIRED** to volunteer with TEC PTO:
 1. The Pennsylvania Criminal Record Check [FREE]
 2. The Pennsylvania Child Abuse History Clearance [FREE]
 3. FBI Federal Criminal History Record [Cost is \$22.60] **OR** signed and witnessed affidavit (if you have resided in PA for the previous 10 year period continuously). New Affidavits **MUST** be signed **every year**.
- ❖ **School Volunteer Application** must be submitted for approval in addition to all three clearances.
- ❖ Clearances for TEC PTO are **valid for three (3) years**; with the exception of **affidavits, which must be signed every year**, and all clearances must be **less than 12 months old** when submitted.
 - *Please Note:* Contact TEC main office for more details on volunteer requirements for school events such as Class Trips/Classroom events as they may be different.
- ❖ Please follow **TEC PTO** on Facebook at <https://www.facebook.com/TECPTO/> to stay connected and check PMSD & TEC website at <https://www.pmsd.org/>
 - Click on **Schools** – choose **Tobyhanna Elementary Center** – click **For Parents**

The PTO is always looking for volunteers and/or donations. Please reach out if interested in helping via e-mail at

tecptol@gmail.com

Questions or Ideas? Adjournment ***Next PTO Meeting is scheduled for Tuesday, February 11th at 9:30am