

## TEC PTO Meeting Minutes

Date 09/10/24 9:30AM/6:30PM

### Officers:

Maria Truman - President (not present)

Martina Polomcak - Vice President

Jessica Harrison - Vice President

Amy Hindson - Secretary

Bridget Gollin - Treasurer

Annie Messina - Teacher Liaison (not present)

- Meeting called to order at 9:42AM & 6:30PM
- Pledge of Allegiance and Introduction of Board Members: Martina Polomcak
- 2023-2024 Year in Review - Martina Polomcak
- 2024-2025 Annual Budget Report: 9:30AM Approved by Renata Walsh, 2<sup>nd</sup> by Kimberly Tsafatinos; 6:30PM Approved by Angie Henning, 2<sup>nd</sup> by Shanice Elliott

### Committee Reports:

- **Book Fairs:** 9/16-9/20; 11/4-11/8; 3/3-3/7; 5/12-5/16 (BOGO)
- Parents can still shop with their child
- **Community Events:**

Phantoms Game: 11/09/24; Penguins Game: 03/22/25;

Trunk or Treat: 10/26/24 (2-4pm, no rain date). Having earlier in the day based off parent feedback. Will have concessions and discussed possibly having PTO membership sign ups at the event as well.

### Fundraising & PTO Events:

*\*Spirit Wear Sales:* 10/14-10/31; 1/13-1/26

*\*Plant Sale:* 5/5-5/9

*\*Mum Sale @ Golf N' Fun:* 9/21-9/22

*\*Penny Wars:* 3/17-3/21

*\*Winter Wonderland Catalog:* 9/21-10/4

*\*Tie-Dye Shirts/Field Day:* TBD

*\*Hoagie Sale* - Cash only \*\* 9/20-10/15. Must pick up 10/24 4:30-5:30pm. *\*Build-A-Panther:*(Grades K-5) 10/2/24. Interest in this event will determine if more supplies will be ordered for another Build-A-Panther going forward

*\*Read-A-Thon:* 11/4-11/18

*\*Vendor Fair:* 11/16/24 2:00pm-4:00pm. Based on feedback this event was moved to an earlier time and to Saturday from a weeknight.

*\*PTO Members-Only:* 11/20 (K-2); 12/4 (3-5); 4/8 (K-2); 4/10 (3-5)

*\*Holiday Shop:* 12/9-12/13

Looking for donations-small enough items so kids can carry home for the dollar table\*\*

*\*Juice-N-Paint* (K-5); 10/16/24 and 2/26/25

*\*6th Grade Social:* TBD-Teachers plan this event

*\*6th Grade Ceremony:* TBD. PTO only presents scholarships

*\*After School Crafts:* 1/22/25 and 2/12/25

*\* Hospitality (Bake Sales/Staff meals) \*\**  
Donations requested

*\*Gertrude Hawk:* TBD

*\*Chorus/Band Concerts:* Fall/Spring TBD.  
Always looking for donations for the PTO table for these events \*\*

### **New Business:**

- All **three clearances are Required** to volunteer with TEC PTO:
  1. The Pennsylvania Criminal Record Check ( FREE )
  2. The Pennsylvania Child Abuse History Clearance ( FREE )
  3. The FBI Criminal History Record { Use **Volunteer** Code: **1KG6ZJ** } Cost is **\$22.60 OR** a signed and witnessed affidavit (if you have resided in Pennsylvania for the previous 10 year period continuously). New Affidavits **MUST** be signed every year.
- **School volunteer Application** must also be submitted for approval in addition to all 3 clearances. Please hand in the application together with all 3 clearances.
- Clearances for TEC PTO are **valid for three (3) years**: with the exception of affidavits, which **must be signed every year**. All clearances must be **less than 12 months old when submitted**.
- *Please note:* volunteer requirements for school events such as Class Trips/Classroom events may be different. Contact TEC main office for more details.
- Please follow TEC PTO on Facebook at <https://www.facebook.com/TECPTO/> to stay connected. \*\* select LIKE
- We also encourage all families to check out the Pocono Mountain School District & TEC website at <https://www.pmsd.org/>
  - Click on **Schools** - choose **Tobyhanna Elementary Center** - click on **For Parents** - choose PTO to find: PTO forms, PTO meeting schedule, PTO Meeting Agendas/Meeting Minutes, Flyers for upcoming events
- Members were notified that Martina Polomcak, VP was added to PNC Bank account as of 8/8/24 as additional signer following a Special Board Members's Meeting on 8/8/24

### **Old Business:**

- The PTO is always looking for volunteers and/or donations for events throughout the school year. Please reach out if you would be interested in helping via email at **tecpto1@gmail.com**

**Adjournment:** 10:48AM & 7:55PM

\*\*\*\*\* Next PTO Meeting is Tuesday, October 8th @ 9:30AM \*\*\*\*\*