

Darby Creek PTO Meeting Minutes

Name of Organization: Darby Creek PTO _____

Meeting Location: Darby Creek Elementary Media Center _____

Date and Time: January 12, 2015 7:00-7:27 pm _____

Number Present: Exec Members 5 Teachers 4 Parents 7 Guests 0 Total 16

Attendance: Carrie Drovdlc, Melanie Ault, Cindy Teske, Michelle Woodham, Kimber Whanger, Tricia Holtcamp, Denise Castle, Carol Capretta, Junita Zeder, Kara Russo, Anne Pforsich, Amy Hile, Billie Corson, Megan Troyer, Donna Bradley, Erin Woods.

Meeting called to order at 7:00 pm by Carrie Drovdlc.

Introductions & Announcements:

- PTO executive team introductions.

Treasurer's Report:

Melanie presented:

- Budget with funds used and balance through 1/1/2015.
- Current budget balance is \$26,217 and PTO account is 34,143.
- Motion to approve the treasurer's report was made by Megan Troyer, seconded by Kara Russo. Report approved.

Secretary's Report: November 10, 2014 minutes were passed out for review. Motion to approve the minutes was made by Denise Castle, seconded by Megan Troyer. Report approved.

Principal's Report:

- Second Education Camp in December was a success.
- Assessments – end of February to beginning of March
- MLK – no school on that Monday
- February 11th – conference night

Teacher's Report – 4th Grade Teachers

- Thanked PTO for iPad/technology
- Discussed Town Hall Meeting – taking care of each other
- Thanked PTO for bookroom funds
- Thanked PTO for conference night dinner

ISPTO:

ISPTO representative was unable to attend last meeting so no report at this time. Carrie is looking for a second ISPTO representative. Please contact Carrie if interested.

Old Business:

- Box Tops – Carrie reminded parents to continue to collect and turn in box tops.

New Business:

- PTO Financial Audit –
 - was completed by Billie Corson. Billie reported findings and recommendations. 1) Financial transactions were not organized but spendings were consistently documented. 2) Financial verification forms were not consistently signed by a second person.
 - Carrie discussed completing financial audits annually and would like to have several volunteers.
- Winterfest –
 - Amy Hile reported on details of Winterfest planned for February 6th from 5-8 pm. Highlights include special guests, raffle, silent auction, games, photo booths, Lowe's home improvement booth, cake walk, dart game, and many more exciting activities. Dinner will be served for \$5. Flyers will be going

home in backpacks soon. Amy and Pam Pyles are looking for volunteers to help with the event. About 35 volunteers are needed. A facebook page has been created and volunteers may sign up on the PTO website with signup-genius.

Upcoming Events:

- ❖ 1/13 – Yearbook Group Photos
- ❖ 1/19 – No School – Martin Luther King Day
- ❖ 1/21 – Flyers Spirit Night
- ❖ 2/6 – I **LOVE** Darby Creek! Winterfest, 5:00-8:00pm
- ❖ 2/9 – PTO Meeting
- ❖ 2/11 – Conference Night (new date) AND BW3 Spirit Night
- ❖ 2/13 – No School – Conference Week Comp Day
- ❖ 2/16 – No School – Presidents Day
- ❖ 2/17 – No School – Teacher Professional Development Day
- ❖ 2/24 – Market Day Pick Up

Winner of the raffle prize was Kara Russo.

Next meeting will be February 9th, 2015 at 7pm in the media center.

Motion to adjourn the meeting was made by Denise Castle, seconded by Amy Hile.
Meeting Adjourned at 7:37 PM.