Trebein PTO General Meeting
December 13, 2022

1) **Welcome and Introductions – Meghan Morgan (trebeinpresident@gmail.com)**
   - President Meghan Morgan called the meeting to order at 7:03pm.
2) **Wolf Pack Presentation**
   - Representatives from Trebein Elementary's Wolf Pack thanked the PTO for the t-shirts purchased for their group. These t-shirts are worn frequently and help to identify Wolf Pack members at events/activities for which they are volunteering.
   - Wolf Pack members provide tutoring, deliver items for the office, present the morning announcements and Pledge of Allegiance, and volunteer at in-school and after-school events.
   - To join the Wolf Pack, students can complete an application and recommendation process at the end of their 4th grade year.
3) **Principal Updates – Andrea Durham (andrea.durham@gocreek.org)**
   - The end of the 2nd grading period is this week. Students will be dismissed an hour early on Friday, December 16th.
   - Mrs. James thanked the PTO on behalf of all Trebein Staff for its continued support.
4) **Treasurer's Report – Stefanie Bryant (trebeintreasurer@gmail.com)**
   - The Executive Board voted to move funds from curriculum/classroom grants to grade-level funds, increasing each grade's grade-level funds from $3,000 to $4,000, in hopes that more of this money that went unused last year will be put to use this year.
   - The Holiday Shoppe amount is currently still in flux. The PTO only gets to keep 10% of the money and is awaiting the final amount that needs to be paid to the supply company.
   - The check from the 1st Day School Supplies fundraiser this year arrived and has been deposited.
   - The PTO renewed its Sam's Club membership.
   - Treasurer Stefanie Bryant has completed all of the tax-related and government-related submissions for the PTO; the PTO is in good standing with the state.
   - Stefanie and Meghan met with the new district treasurer at the start of the school year. She was pleased with the PTO's financial health and the way in which the PTO operates, taking good care of the books and being good stewards of the money entrusted to it.
5) **Approval of November 2022 Minutes – Kylie Sobota (trebeinsecretary@gmail.com)**
   - Kim Goodnough motioned to approve the minutes as written; Angi Augsburger seconded the motion. All in attendance were in favor; the motion to approve the minutes passed.
6) **Executive Board Reports**

   a) Playground Decisions
   - Mrs. Walk and Mrs. Durham put together a survey for students to help select their desired playground equipment. They have narrowed the selection down from 10-12 items to 4 items.
   - The PTO set aside $20,000 to fund the purchase of new playground equipment. The total for the 4 selected items is slightly more than $20,000; rather than ask that a piece of equipment be removed from the selection, the PTO will fund the additional amount and then work with Bellbrook Fence to install.

- The placement of the pieces is still being decided. Measurements are being taken and the staff are hoping to purchase the pieces soon so they will be in place by the spring.

b) Timmy Cares Fund

- The PTO is often approached to donate or give resources to tragic/catastrophic event benefit funds. Thus far, the PTO has chosen to sometimes give from the general fund, but would prefer to have a set place this money comes from so that it is clear how these funds are being used and in a way in which the families who have given intended for it to be used.
- The Executive Board has proposed that money be set aside and/or fundraising done specifically for a "Timmy Cares" fund, which will have guidelines established around its use and donation process.

7) Ongoing/Upcoming Events Committee Chair Reports

a) Holiday Shoppe Recap – Kim Wassmuth (trebeinhistorian@gmail.com)

- This year's Holiday Shoppe went well. Students had a lot of fun and so did the volunteers.
- The Holiday Shoppe is not used as a fundraiser for the PTO (the PTO only keeps 10%), but rather as a fun activity for students and staff.
- The company with which the PTO has partnered to put on the Holiday Shoppe provides Shoppe Dollars for the PTO to use as its discretion. If there were any pre-determined students in need of financial assistance, they were given Shoppe Dollars to shop in the Holiday Shoppe for their family and friends. There were also some families who gave money to be given to those students that were otherwise not able to shop or were sitting out.
    - The funds leftover from these donations will go into the Timmy Cares fund.

b) Staff Appreciation Update – Handan Kilbourn (volunteer4trebein@gmail.com)

- The PTO will be walking around a cookie cart for the Trebein Staff tomorrow (Wednesday), December 14th. Volunteer Coordinator Handan Kilbourn thanked everyone who signed up to bring in cookies.
- The PTO will stock the breakrooms for its January Staff Appreciation; a Sign-Up Genius will be sent out after the first of the year.

b) 5th Grade Sendoff – Meghan Morgan (trebeinpresident@gmail.com)

- Doan Anderson will serve alongside Meghan as a Committee Chair. They will meet over break to begin planning the 5th Grade Sendoff.
- Doan and Meghan hope to survey the 5th graders and determine what they are most interested in having as part of their last day of elementary school.
- The first committee meeting will be held in January.

8) New Business & General Questions

- Superintendent Paul Otten was awarded the BASA Exemplary Leadership Award at the last Board of Education meeting. This award is presented for outstanding educational leadership in making significant contributions to educational administration in a school district, educational service center, or educational institution.

9) Closing

- The meeting adjourned at 8:01pm.

The next PTO meeting is Tuesday, January 10th at 7:00pm in the Trebein IMC.