






2022.2023 PTO Meeting Agendas & Notes



Monday, 11.14.2022 @ 7:00 P.M. (Driscoll Library)

	Role	Member	Topics & Discussion	Voting Record	Follow Up Needed
I.	CoPresidents	Johnson & Wallace	<ul style="list-style-type: none"> PT Conferences <ul style="list-style-type: none"> WHBC donated Chick-fil-a - Doug sent thank you KUDOS to Mrs. DeClark - food for Thurs & parent donations FB page content/engagement update Monthly birthday cards to staff signed by PTO board Raise Your Brush Fundraiser (24 seats) <ul style="list-style-type: none"> Sunday, February 5 @ 2:00 pm PTO board/attendees first dibs, then teachers/staff Adopt a Family <ul style="list-style-type: none"> 1 family this year Gretchen Lee is taking this on this year Skateworld Party - April 17 Thanksgiving meal making for staff - completed Nov 10 at WHBC Centerville Safe <ul style="list-style-type: none"> Delivery of staff emergency bags was November 11 CS inquired about booth setup (disco or movie night). Thoughts? Shutterfly PTO account set up - <ul style="list-style-type: none"> ptodriscollelementary@gmail.com / Driscoll1234! download photos in albums (for yearbook, fb, etc) Photos for yearbook - Erin B to check with Jostens PTO closet update <ul style="list-style-type: none"> Sell yard signs (have 17) and old spirit wear Check with 2nd grade about gingerbread house supplies Plant stand to Mike Szelog Stuffed cats to WTFD? Small basketballs for movie night prizes? 		<ul style="list-style-type: none"> ALL: Let Stephanie know if you want anything shared on the FB page Stephanie to f/u with Centerville Safe Stephanie to send today's attendees RYB link to sign up. Erin B/Kim to send RYB link to teachers/staff Adopt a Family - Gretchen to purchase/deliver this year
	CoVice Presidents	Cherry & Jones	<ul style="list-style-type: none"> Google Form Party Interest - how was this process? Send out quarterly 'interest in helping with PTO events' google form? 		<ul style="list-style-type: none">

			<ul style="list-style-type: none"> ● Paper forms <ul style="list-style-type: none"> ○ update on numbers returned ○ contacted those who turned in paper forms? ○ Status of 'view only' spreadsheet in PTO Drive for all to reference 		
III.	Secretary	McDermitt	<ul style="list-style-type: none"> ● Approval of Minutes 	M: Erin W 2nd: Kim M <i>No opposition</i>	●
IV.	Treasurer	Marshall	<ul style="list-style-type: none"> ● 501 (c) (3) Update <ul style="list-style-type: none"> ○ Approved! ○ Awaiting IRS Pub78 database update that shows we're current ● Release Funds <ul style="list-style-type: none"> ○ Donuts ○ PTO bday cards ○ Disco decor ● Adopt a Family - \$75 ● General update 	M: Kim M 2nd: Doug M <i>No opposition</i>	●
V.	Principal	Bucher	<ul style="list-style-type: none"> ● Veterans Day Program went very well <ul style="list-style-type: none"> ○ Videos still to be sent ● Rotary 3rd Graders = Dictionaries & 5th Graders = Thesauri ● Read-A-Thon final update still to come 		●
VI.	Staff	Varies	<ul style="list-style-type: none"> ● n/a 		●
VII.	Committee Reports				
Membership		Stingley	<ul style="list-style-type: none"> ● Membership Update <ul style="list-style-type: none"> ○ Google Sheet updated, paper forms will be placed in binder, checks deposited ● To Date <ul style="list-style-type: none"> ○ Families = 34 ○ Staff = 33 		●
Spirit Wear		Page & Wallace	<ul style="list-style-type: none"> ● Holiday Spirit Wear Sale <ul style="list-style-type: none"> ○ Embellished Threadz is booked for fundraisers until new year, planning spring sale instead ○ Aim for February 		●
Beautification		Szelog	<ul style="list-style-type: none"> ● Playground <ul style="list-style-type: none"> ○ Any and all grant information appreciated ● Garden Program through Trader Joe's 		<ul style="list-style-type: none"> ● MIKE & STACIE: Make SignUp Genius ● Mike found a possible

		<ul style="list-style-type: none"> • Weed Pulling Volunteers 		grant opportunity, but it must be filled out by school staff
Appreciation Events	Lee & Rath	<ul style="list-style-type: none"> • May 2023 		•
Redemption	???	<ul style="list-style-type: none"> • Kroger  • Dorothy Lane  • Meijer  • Box Tops  • Amazon Smile  - IRS Pub78 not updated yet 		•
Community Fundraisers	Schmidt	<ul style="list-style-type: none"> • Magic Castle = \$368.08 profit • December 5 - December 9 = DiBella's • January 11 = City BBQ (all day) • February 5 - Raise Your Brush (limited seats) • April 17 = Skateworld (not fundraiser - but \$1 back for every kid when hit 50) • Consider... <ul style="list-style-type: none"> ○ Skyzone ○ Rachel Bakes ○ Suzy Carroll 		•
CAC	Lee	<ul style="list-style-type: none"> • October <ul style="list-style-type: none"> ○ Curriculum selection process • Future Meetings <ul style="list-style-type: none"> ○ November 29 ○ February 8 ○ March 8 ○ April 12 ○ May 10 		•
Grade-level Rep, 2nd	Jones	•		•
Grade-level Rep, 3rd	Marshall	• Feedback regarding party planning? Homeroom parent?		•
Grade-level Rep, 4th	Goerz	•		•
Grade-level Rep, 5th	Wallace	•		•
Grade-level Rep, SERR	Bowman	•		•
Scholarship	McDermitt	• Spring 2023		•

	& Bucher			
Field Day FunDay	Marshall	● May 2023		●
VIII.	Big Event Planning			
Driscoll Donuts With Grownups	<ul style="list-style-type: none"> ● Grade 3 - Oct 21 <ul style="list-style-type: none"> ○ OJ, milk, and cream donated - TY sent to TJs via Doug ○ Adding 'kids must be accompanied by adult for donuts' ● Grade 4 - Jan 20 - ? PTO rep on site in am ● Grade 5 - Feb 10 - ? PTO rep on site in am 			●
Driscoll Dragon Dash	<ul style="list-style-type: none"> ● May 12 - NEED CHAIRPERSON TO LEAD <ul style="list-style-type: none"> ○ \$5 t-shirt ○ No trinkets ○ Incentive by class ○ Bananas and snack donations (WHBC?) ○ Kids bring own water bottles ○ Sponsorship ideas for Dash - shirt, signage around lap area ○ Staff shirts one color, student shirt another color (varying shades of blue)- Embellished Threadz can give us firm quote closer to event date based on availability of shirts 			●
Grandparents Gathering	<ul style="list-style-type: none"> ● 11.22.2022 ● Stephanie and ? Set up- need more help ● Who is snagging juice/milk/creamer? ● Stephanie - donut pick up / Gretchen arriving early. ● Who else will be present from PTO? Clean up? ● Lauren Chapman/Marty Cox - help with hall traffic/kid interception <ul style="list-style-type: none"> ○ Direct to book fair after cafe - all RSVPs sent via Ms Bucher 			●
Silent Auction	<ul style="list-style-type: none"> ● 3.17.2023 - 3.22.2023 ● 501(c)(3) is active! ● NEED CHAIRPERSON TO LEAD SILENT AUCTION/DONATION SOLICITING ● Email will be sent to staff regarding 'experience donations' - due Feb 1 			●
Family Dance	<ul style="list-style-type: none"> ● 4.14.2023 = 6:30 - 8:30 P.M. - will be all hands on deck! <ul style="list-style-type: none"> ○ DJ booked & confirmed - Dave Pope - \$50 total ○ Photographer booked & confirmed - will use cafeteria opposite of refreshments - Tiffany Elder - no charge <ul style="list-style-type: none"> ■ She will send link from Google Drive with photos - we will send to 			●

		<div>disco attendees</div> <div><div>■ Backdrop options - purchase?</div><div>■ Disco light - purchase?</div><div>■ Glow bracelets/necklaces to be given out at check in - purchase?</div></div> <div><div>○ Possible raffle - TBD</div><div>○ CHS Octagon Club emailed about volunteers - inquired regarding 'candid photo taking'/refreshment tables etc - pending staff response.</div><div>○ April 3 - Ms Bucher to send out RSVP via survey monkey - attendees can prepay cash/check/paypal by April 11- \$20 per family. If pay at door will be \$5 extra.</div><div>○ SignUp Genius for refreshments to go out in April/March</div><div>○ Email to staff / teachers with details re: volunteer needs - sent</div></div>		
	Movie Night	<div><div>● Friday, May 12 = 7:00 P.M.</div><div>● NEED CHAIRPERSON TO LEAD</div><div><div>○ 8x10 Screen donated - Doug sent thank you</div><div>- Mrs Rath - does CHS have AV club to help run?</div><div><div>■ Criminal Justice Department at Sinclair</div><div>■ 3 weeks notice for popcorn donations (West Carrollton by Home Depot)</div></div><div>○ Cost to rent theater is \$500-700</div></div></div>		<div>●</div>
IX.	For The Good of the Order	<div><div>● PTO Calendar</div></div>		<div>●</div>
X.	Adjournment		<div>M:</div> <div>2nd:</div> <div>No opposition</div>	
<div>Next Meeting: 12.12.2022 @ 7:00 P.M.</div>				