

TOWAMENSING  
ELEMENTARY  
PTO  
2024- 2025  
INFORMATIONAL PACKET

[www.towamensingpto.com](http://www.towamensingpto.com)

OFFICERS

PRESIDENT – Jill Geissinger  
VICE PRESIDENT – Pinar Angun  
SECRETARY – Heather Pisulak  
TREASURER – Heather Meixell

## WELCOME BACK!

### **Membership**

The Towamensing Parent-Teacher Organization is currently conducting its annual membership drive. Parents, teachers, guardians, grandparents, etc. who have a student attending Towamensing Elementary School are invited to join. Membership dues are \$1.00 per person per school year. Checks can be made payable to "Towamensing PTO".

The membership form is attached. Please return the membership form and dues (in the form of a check) in an envelope labeled with "PTO Membership" and your child(ren)'s name to his/her teacher on or before Friday, November 1, 2024 to become an active member.

In addition to the membership form and dues, the following documents must also be signed and submitted by all PTO members (forms are attached):

- PTO Member Code of Conduct
- 916 Volunteer Disclosure Sheet

PTO members who would like to volunteer, will also need to have required, up-to-date clearances on file (as outlined below).

### **Goals/Purpose**

Our goal is to provide our children with educational field trips and memorable school experiences. Some of the wonderful activities we provide for our students, school and staff are: Field Trips, Assemblies, Book Fairs, Play Days, Holiday Shoppe, Holiday Gifts, School Dances (4th-6th grade), Mother's Day Flower Sale, Color Run, Spirit Wear, as well as many others.

The PTO has been able to fund these projects through generous contributions, successful fundraising, and much community support. It is your active participation and support that helps make these activities possible. Please try to volunteer or promote and participate in at least two of these fundraising events, as the monies raised directly benefit our children. If you would like to make a monetary donation towards these projects, you may do so by noting it on your membership form. Please make checks payable to "Towamensing PTO".

### **PTO Point System**

Our PTO operates on a point system. Points are awarded for active participation in the PTO. You can earn points by attending PTO meetings, serving on a committee, volunteering your time at a PTO event, fundraising, donating items, etc. Please refer to the PTO bylaws for a more detailed description of the point system and how points are awarded.

Please note, in order to earn points for donated items, they must be appropriately labeled with your name, your child(ren)'s name and grade, the event for which you are donating, item(s) donated and the amount spent. All receipts for donated items should be submitted to the Committee Chair(s) for each event.

The points system is used to select chaperones for class field trips. PTO members with the highest points earned per grade level will be selected first to chaperone trips. Chaperones must be a paid member of the PTO and have their up-to-date, volunteer clearances on file with the PTO by the membership due date.

## **PTO Updates and Announcements**

The PTO uses several channels to keep members updated with PTO news and volunteer/fundraising opportunities. These include posting on the Towamensing Elementary PTO Group on Facebook, on the Towamensing PTO website, as well as through emails. Please consider joining the PTO Facebook page to stay up-to-date with the latest happenings of the organization.

## **Clearances**

Clearances required for volunteers living in PA continuously for the past 10 years:

- PA state Police Clearance: <https://epatch.pa.gov/home>
- PA Child Abuse History Clearance:  
<https://www.dhs.pa.gov/KeepKidsSafe/Clearances/Pages/PA-Child-Abuse-History-Clearance.aspx>

There is no fee for these clearances and they must be updated every 5 years.

If you have not lived in the state for 10 years, you must also obtain FBI fingerprints at <https://uenroll.identogo.com/>. There is a fee for this clearance.

## **Monthly Meeting**

Monthly PTO meetings are held the 2<sup>nd</sup> Wednesday of each month at 7:00 p.m. in the school cafeteria. Agendas, minutes and treasurer's reports will be provided by email no later than the Monday before the meeting. There is no meeting held in the month of December. While we work to provide childcare for these meetings, it is not always available.

Our first monthly PTO meeting will be held on Wednesday, September 11<sup>th</sup> at 7:00 p.m. Mark your calendar for the monthly meetings of the 2024-2025 school year:

September 11, 2024

October 9, 2024

November 13, 2024

January 8, 2025

February 12, 2025

March 12, 2025

April 9, 2025

May 14, 2025

We hope that you join the PTO and would love to have your help in making this school year fun-filled and educational for our children. Every volunteer hour and fundraised dollar is greatly appreciated. Thank you for your support.

Sincerely,

Your PTO Officers

## **TOWAMENSING ELEMENTARY PTO 2024 - 2025**

PTO website: [www.towamensingpto.com](http://www.towamensingpto.com)

PTO email: [ptotowapresident@gmail.com](mailto:ptotowapresident@gmail.com)

President – Jill Geissinger - [ptotowapresident@gmail.com](mailto:ptotowapresident@gmail.com)

Vice-President – Pinar Angun - [pposluk@gmail.com](mailto:pposluk@gmail.com)

Secretary – Heather Pisulak – [heatherpisulak@gmail.com](mailto:heatherpisulak@gmail.com)

Treasurer – Heather Meixell - [hmeixell@gmail.com](mailto:hmeixell@gmail.com)

### **PTO MEMBER CODE OF CONDUCT:**

When attending/volunteering for any school fundraising events or chaperoning a field trip, you are representing Towamensing PTO and Towamensing Elementary School. Abusive language and/or disruptive/threatening behavior will not be tolerated. This includes but is not limited to foul language, threatening language, harassment of fellow volunteers, and/or negative comments about fellow volunteers or staff. You will be asked to leave the event and your PTO membership may be revoked. Theft of any PTO property, money or school property will result in your removal from the PTO and possible criminal prosecution.

### **SOCIAL MEDIA GUIDELINES:**

As a PTO member, we require you to refrain from posting negative comments/reviews on social media directed at the PTO or any PTO related events including field trips. If you have any issues/concerns or questions, please discuss them with a PTO Officer, or a committee chairperson. We want to work together toward a positive outcome. If negative comments continue after your first warning you will be removed from the PTO facebook group, and may result in removal from the PTO.

Member Name (Print): \_\_\_\_\_

Member Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Towamensing Elementary School**  
**PTO Membership Form**  
2024 – 2025

Parents & Guardians:

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Please list ALL of your children attending Towamensing Elementary School

Child's Name	Grade	Teacher's Name

Additional PTO Members-Grandparents, Aunts, Uncles, etc.

Membership Amount: (\$1.00 Per Person) \$ \_\_\_\_\_

Donation Amount (optional)

\$ \_\_\_\_\_

Total Amount Enclosed (NO CASH) \$ \_\_\_\_\_

**Please do not send cash – checks only**  
**Make checks payable to Towamensing PTO**

Please return the membership form and payment to your child's teacher in an envelope marked **PTO MEMBERSHIPS** no later than Friday, November 1, 2024.

There will be a \$36.00 charge for returned checks.