

Minutes for the SMPTO Meeting held at

IFES Library on May 18, 2017

1. **Call to order/Welcome**
* The meeting was called to order by the PTO President, Jodi Jumper, at 7:05 PM. Introductions were made by the PTO Board, the Principals and meeting attendees.
* Those in attendance included: Jodi Jumper (PTO President), Melanie Reifsteck (Co-VP of IFES), Jennifer Metz (Secretary), Suzanne Shriner (Treasurer), Shelly Barrick and Charlie Bailey (Co-VPs of Rice) and Mr. Boley (Principal of Rice) attended the meeting. Laura Kilko (Co-VP of IFES), Charlie Bailey (Co-VP of Rice) and Mrs. Reed (IFES Principal) were unable to attend this meeting. We had 6 additional people attend the meeting.
* Those who attended the meeting were asked to sign in on the attendance sheet.
1. **Approval of Minutes from previous meeting**
* Jennifer Varner made a motion to approve the April 2017 minutes. Melanie Reifsteck seconded the motion. Those in attendance at this meeting unanimously voted to approve the minutes from the April 2017 meeting. Please note: Copies of the meeting minutes are posted on the PTO website at www.smpto.com .
1. **Principal Reports/School Board Representative**

**Mr. Boley - Rice Report**

* Mr. Boley provided an update for Rice. He shared that May Fair went well despite the weather.
* They will have the Reptile Man assembly tomorrow, which is a student favorite.
* Bubbling Over for 2nd and 3rd grade will include an outing of bowling at Midway Bowling and then a movie with the entire grade (separately) in the cafeteria.
* Field days will be the last week of school for K-3.
* The renovation plans for Rice have been approved and they are ready to start. The building will need to be packed up and cleared out so they can start work as soon as school ends. They want to be completely done by the end of summer. Renovations include mechanical upgrades, a new AC system, a new roof and new carpeting and painting for classrooms. They will also be creating STEM labs.
* Mr. Boley shared a big thank you to the PTO Executive Board for all of their efforts this year and for all that they have helped provide for the schools and students this year.

**Mrs. Reed - IFES Report**

* Mrs. Reed was unable to attend this meeting but relayed information to Jodi. IFES is still in need of volunteers to assist with the Mobile Ag Van on May 30th and Forge Ahead Day and Field Day. Please visit the Time to Sign Up to see if you can help.

**School Board Representative**

* No report was provided at this meeting.
1. **Treasurer’s Report**
* Suzanne provided the Treasurer’s report for April 2017. She noted that there are still some outstanding expenses that are not yet reflected on the treasurer’s report (additional field trips, field days, May Fair, etc). It should also be clarified that when we host a Scholastic Book Fair, we do not actually make any money on the fair. The money taken in is given to Scholastic and based on the profits, Rice or IFES can either receive a portion of the profits in cash or in scholastic dollars that can be redeemed for things like classroom/building supplies or educational materials. We typically take the “profits” in scholastic dollars and use a portion of that to purchase the scholastic news subscriptions for the schools.

**Income:** The major sources of income for April 2017 (and up to May 16, 2017) include the bake sale at May Fair - $799.29; the Great Wolf Lodge Raffle - $1010; the Silent Auction - $979.35; the Teacher Raffle - $269; May Fair ticket sales - $1818.85; and the Scholastic BOGO Book Fair at May Fair - $1131.93.

**Expenses:** The major expenses for April 2017 include (and up to May 16, 2017) the Reptile World Assembly for Rice students - $1275; Young Readers Choice Award books for the IFES library - $2000; First grade field trip to Zoo America - $1493; Fourth Grade field trip - $434; Kindergarten field trip to Hershey Chocolate World - $642; Teacher Appreciation Week events - $1154.79; IFES Scholastic Book Fair (from March) payment to Scholastic - $3769.02; 3 Monkeys games and inflatables - $2242.87; Adventures in Fun balloon twisting and face painting - $1610; Party Animalz Farm petting zoo and pony rides - $1250; start up cash for sales and cash boxes for May Fair (all returned to accounts after the event) - $1835; and other May Fair expenses (bake sale supplies and popcorn - $184.97; Great Wolf Lodge raffle envelopes - $14.99; Prizes, tickets, Science booth supplies, miscellaneous supplies - $462.47).

**Account Balances:** As of 4/30/17, the checking account balance was $28,432.49; the raffle account balance was $100; and the savings account balance was $10,030.64. It should be noted that these are the balances as of the end of the month of April. Additional expenses were incurred between April 30th and May 16th (the dated of this meeting). The account balances as of May 16, 2017 were: checking - $23,270.36; raffle - $100; and savings - $10,030.64.

1. **Correspondence**
* We received thank you letters from the IFES Fourth Grade teachers for the Teacher Appreciation Week festivities; Georgann Bailey at Rice for the Administrative Assistant Day gifts (on the note cards she was given ☺); from Paula Michalik, Speech Therapist, for the Teacher Appreciation Week festivities; from Tara Swank, IFES Librarian, for the Teacher Appreciation Week festivities; from Trisha Reed for all of the Teacher Appreciation Week festivities; and from Lisa Bonner for all the PTO does for the teachers. Thank for you for all of your kind notes!
* In addition to all of these thank you notes, there was a print out in the PTO mail about the Jimmie Johnson Foundation Blue Bunny Helmet of Hope Nomination for "Your Favorite Education Related Charity to receive $25,000". Attached to this print out was information about the SMPTO and an indication that a nomination had been submitted for the PTO. If someone nominated the SMPTO for this $25,000 grant, we thank you very much for thinking of us!!
1. **Chair/Committee Reports**
	1. **Box Tops-** The last Box Top contest of the school year is currently underway and will end on May 26th. New totals will be posted soon. The winning classroom will earn an ice cream party. You can send in your box tops on the designated sheets or in a bag but ***please make sure your student’s name, grade and classroom is on the bag or sheets that you turn in. Please make sure that the BoxTops are current and NOT expired.*** Thank you! Also, be sure to check out the box top website at http://www.boxtops4education.com/ Good luck and enjoy clipping box tops!!
	2. **May Fair 2017** – Despite the rainy weather, May Fair 2017 went well. The Silent Auction income increased from last year. The Scholastic BOGO Book Fair was also quite successful. The funds earned from the BOGO will be credited to Rice for next school year. (NOTE: The profits from Scholastic Book Fairs are not something that the SMPTO actually earns directly. The money earned is given directly to Scholastic and the SMPTO either can choose to receive a portion of the profits in cash or to receive the full amount of "profits" in Scholastic Dollars which can be used toward purchases such as Scholastic News for classrooms and/or classroom supplies.) The Great Wolf Lodge Raffle was also successful with an increase over last year as well. The ticket sales were down compared to other years but this was due to the rainy weather. Additionally, the bake sale also did well.
	3. **Teacher Appreciation Week** - Thank you to all of the volunteers who helped with the various events, including those who baked, donated items, helped setup/clean up or delivered items. A huge thank you to Stacey Plante for organizing the week's events!
2. **Old Business - N/A**
3. **New Business**
* **Volunteer Drawing for May Fair Volunteers -** *THANK YOU TO EVERYONE*who donated their time to assist with May Fair 2017!!!! ***We could not have done it without you!***
1. Nicole Whitmire - $20 Target GC
2. Cheryl Lyles - $20 Sheetz GC
3. Keegan Brassel - $20 Panera GC
4. Erin PItman - $20 Five Guys GC
5. Evan Mancuso - $20 Target GC
6. Allison Longenberger - $20 Starbucks GC
7. Curtis Wright - $20 Subway GC
8. Shannon Miller - 2 tickets to Sght and Sound Theaters - JONAH
* **Teacher Grants -** No new formal requests were submitted to report on at this meeting.
* **Open Chairperson Positions** - Jodi explained that we will be organizing the Chairperson positions and reach out to those who have expressed interest in holding a chairperson position. The SMPTO website also has a list of some of the chairperson position and their duties (with assistance).
* **Elections for SY 2017-2018** - The slate of positions that will be open for the 2017-2018 SY was presented at this general meeting.
* For IFES VP (2 year position) - Melanie Reifsteck.
* For IFES VP (1 year position) - Jennifer Metz.
* For Secretary (2 year position) - Melissa Barnhart.
* For Treasurer (2 year position) - Suzanne Shriner. We are also looking for a Co-Treasurer to come on board at any time!

Those who were in attendance at this general meeting voted for the slate of candidates presented. The vote was unanimous to accept the entire slate of candidates into the open positions for 2017-2018. Congratulations to the new board members! And thank you to Laura Kilko for her time at IFES VP for the 2016-2017 SY.

1. **Open Floor/ Miscellaneous**
* The IFES teachers also thanked the PTO for Forge Ahead Day t-shirts and for the Ag Van and Van Go!
* **Thanks -** We would also like to offer a huge thank you to all the individuals who helped chair different events at May Fair. Ashleigh Garancheski chaired the Silent Auction. Amy Barnett chaired the Bake Sale/ Food Sales. (And thank you to Amy for helping save some money on expenses.) Jennifer Varner chaired the Teacher Raffle. We really appreciate all of your help coordinating these events.
* **Thank you, Thank you, Thank you!** To Jodi Jumper for taking on the position of SMPTO President this year and tackling all of the events and new duties with great effort and enthusiam.

1. **Adjournment**
* A motion was made to adjourn the meeting at 7:50 PM. The motion was seconded and everyone was in favor of adjourning.
* Respectfully submitted for approval at the next PTO meeting byJennifer Metz, SMPTO Secretary.

**Our next PTO meeting will be held in September 2017.**

**HAVE A GREAT SUMMER!!**

**Check our website for additional information about meetings and events.**

**www.smpto.com**