**Minutes for SMPTO General Meeting at IFES Library**

**2/15/18 at 6:00 PM**

1. **Call to order/Welcome**

* The meeting was called to order by the PTO President, Jodi Jumper, at 6:12 PM.
* Introductions were made by the PTO Board, the Principals and meeting attendees.
  1. Those in attendance included: Jodi Jumper (PTO President), Jennifer Metz (Co-VP of IFES), Mrs. Reed (IFES Principal), Melanie Reifsteck (Co-VP of IFES), Shelley Barrick (Co-VP of Rice), Melissa Barnhart (Secretary), and Suzanne Shriner (Treasurer). We had 10 additional people attend the meeting.
  2. Mr. Boley (Rice Principal) and Charlie Bailey (Co-VP of Rice) were unable to attend this meeting.
* Those who attended the meeting were asked to sign in on the attendance sheet.

1. **Announcements**

* Jodi presented three Mini-Thon Club student representives (Evan Mancuso, Bryn Mancuso, and Ana Sparages) with a check for $744.00 from the proceeds of the January 26, 2018 IFES Friday Fun Event that the Mini-Thon Club co-sponsored with the SMPTO.

1. **Approval of Minutes from previous meeting**

* Jennifer Metz made a motion to approve the January 2018 minutes. Shelley Barrick seconded the motion. Please note: Copies of the meeting minutes are posted on the PTO website at www.smpto.com .

1. **Principal Reports/School Board Representative**

**Mrs. Reed - IFES Report**

* Mrs. Reed reported that IFES Parent/Teacher Conferences will be occurring soon and will coincide with the IFES Scholastic Book Fair. February 27, 28, and March 1 will be open for anyone to shop at the Book Fair even if they do not have children at IFES.
* She mentioned that this is Dental Awareness Month and that Family Math Night will be held on Thursday, February 22, 2018 from 6-7:30pm. RSVPs are still welcome.
* Mrs. Reed stated that the end of the third marking period is approaching.
* Miss Shanabrook added that third graders are beginning embryology.

**Mrs. Vincent- Rice Report**

* Mrs. Vincent, kindergarten teacher at Rice, served as the representative from Rice this evening and reported that for the upcoming Authors Week Mrs. Kristen LaBuda will be visiting Rice to read her two published books.
* She also reported that the Maker's Space area is up and running.

**School Board Representative**

* No report was provided at this meeting.

1. **Treasurer’s Report**

* Suzanne Shriner provided a summary of the account balances, income and expenses for the month of January 2018.

**Income:** The major sources of income from January included late Breakfast with Santa money ($12.00) and a sponsorship of the Student Directory ($250.00).

**Expenses:** The major expenses for January 2018 included a Spirit Gear reorder ($773.50), Teacher Mid-Year Refresh ($2,000.00), Breakfast with Santa food ($2,550.00), and Party Animalz Farm for Pony Rides/Petting Zoo during May Fair ($75.00). Expenses were also incurred for Box Tops prizes ($22.41), several Teacher Grant Requests ($512.87), Nurse's Snacks ($16.37), and for the Student Directory ($447.20).

**Account Balances:** As of 1/31/18, the checking account balance was $35,367.93, the

raffle account balance was $100.00 and the savings account balance was $10,041.39 for a total of $45,509.32.

1. **Correspondence**

* Melissa Barnhart shared six thank you cards received since our last meeting. The first thank you card was from Mr. Seylar, Rice Music Teacher, for purchasing "Sing" and "Once Upon a Jungle" for the music classroom. The second was from Mrs. Santana and Mrs. Watkins, IFES teachers, thanking the SMPTO for the extra money to purchase classroom supplies. The third card was from the Fifth Grade Team of teachers for the "refresher" money. There was also a card from Mrs. Paskalik and classes thanking the SMPTO for the indoor recess games and beanbag chair. The fifth card was from the Fourth Grade Team for the "refresher" money the SMPTO provided. The final card was from the Carlisle Area Science Advisory Committee for the generous donation.

1. **Chair/Committee Reports**

a. **Box Tops-** For the 2017-18 school year,our Box Top chair will be Kris Simon.*Please try to utilize the forms provided as they are easier to count the box tops and credit students/ classrooms for the contests, but using the designated form is not required . ALSO, please make sure the box tops are NOT expired.* PLEASE make sure that you include the student's name, classroom and teacher on any Box Top submissions so the student may be credited appropriately for their submissions. At tonight's meeting, Kris Simon reported that the current contest will end on March 2, 2018. Winning classes will be given tickets to Mayfair. The amount is yet to be determined, but will be at least 10 tickets per student.

b. **IFES Scholastic Book Fair-** Jodi reported that volunteers are still needed to assist with the book fair. The SMPTO will be selling Spirit Gear during the book fair with inventory present.

c. **May Fair-** Jodi stated that several parts of May Fair currently have a chairperson. Amy Barnett will be chairing food and Ashleigh Garancheski will chair the Silent Auction again this year. Jodi mentioned that folks are still needed to chair the Great Wolf Lodge Raffle and Teacher Raffle. Mrs. Reed asked if teachers are allowed to choose basket themes. It was decided that basket themes are determined by grade.

1. **Old Business**

a. **None**

1. **New Business**
   1. **Teacher Grant Requests-** Jodi reported there is one request to discuss this evening and it was approved. The request was submitted by Mrs. Reed for $2,400.00 to build a library in every classroom. She will select the books. Jodi stated there is more money to spend on teacher grants, but we need more requests to come in.

* 1. **IFES Friday Fun Event-** The last event will be held on Friday, April 13, 2018 from 6-8pm. It will be called the IFES Spring Luau and will include a deejay. The Time to Sign Up sheet asking for donations will be out soon.

* 1. **Teacher Appreciation Week-** The dates will be May 7-11, 2018, the week after May Fair. Jodi stated that the SMPTO needs a new chair for this event. She said that historically there has been something planned every day during the week, but that it can be different this year. Mrs. Sheaffer, teacher at IFES, offered to volunteer items and details from what she did at her children's school for Teacher Appreciation Week.
  2. **Elections-** Jodi said that the SMPTO will be holding elections for several open positions. Jennifer Metz (VP of IFES), Shelley Barrick (VP of Rice), Charlie Bailey (VP of Rice), and Jodi Jumper (President) all have terms that will end this school year. She clarified that you do not need to have a child at a particular school to be a vice-president. An interested parent only has to have a child in K-5 to be eligible. The SMPTO will also be electing a co-treasurer during April elections. Positions begin on July 1, 2018. Anyone interested can contact a board member for more information.

1. **Announcements**

* Jodi stated that volunteers are still needed to supply refreshments for IFES Spring Conference Week and to help with the IFES Book Fair. Volunteers for the book fair will receive $5 Scholastic Dollars for their participation.
* Jodi mentioned the next SMPTO event will be the IFES Friday Fun Event, Spring Luau, on April 13, 2018.

1. **Open Floor/ Miscellaneous**

a. Jodi said that Forge Ahead Day will be held on May 30, 2018 this year.

1. **Adjournment**

* The meeting adjourned at 6:39 PM. The motion to adjourn was made by Melanie Reifsteck and seconded by Shelley Barrick.
* Respectfully submitted for approval at the next PTO meeting byMelissa Barnhart, SMPTO Secretary.

**Our next PTO meeting will be held on March 15, 2018 at 6pm**