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Description automatically generatedSMPTO Meeting – September 26, 2023

**MEETING MINUTES**

1. **Call to Order/Welcome/Introductions**
   1. The meeting started at 7:08 PM. In attendance were:
      * Bridgette Wickard (President)
      * Janelle Cekovich (IFES Co-VP)
      * Kelsi Forster (IFES Co-VP)
      * Brooke Butler-Wagner (Rice Co-VP)
      * Sarah Faller-Bowermaster (Co-Treasurer)
      * Victoria Christen (Co-Treasurer)
      * Courtney Burke (Secretary)
      * David Boley (Rice, Principal)
      * Trisha Reed (IFES, Principal)
      * 7 Parents
      * 2 teachers
      * 2 mini thon members from BSHS
2. **Minutes**
   1. The August 2023 Meeting Minutes were reviewed and approved with a motion by Brooke, seconded by Sarah.
3. **Principal Reports/School Board Representative**
   1. **Rice**: October 5 is picture day. October 6 is an early release. October 9 is an in-service day. Mobile dentist in on October 3 & 4. October 27 is the Halloween parade at Rice.
      1. Federal Program update passed out.
      2. 2 reading specialists at both IFES and Rice
      3. Feedback should be sent to principals.
   2. **IFES**: October 4 is picture day. Mobile Dentist on October 5, students must be signed up for it. Joe Corbi fundraiser started on 9/18 goes to student activity fund, school field trips, etc.
4. **Treasurer’s Report**
   1. Keeping the Savings account in line with 3-month spending.
   2. Bubblethon fund sto be capture to
   3. Motion by Janelle, second by kelsi
5. **Correspondence**
   1. Volunteer Clearances – Jennifer Mets is the POC. If anyone wants to volunteer, please get your clearances in to her. Information is also available on SMSD website.
   2. Bubbler Foundation Partnership – looking to partner for teacher appreciation week. This past year there seemed to be “a lot” for the teacher appreciation week. Does not want to duplicate efforts.
      1. Emily from Bubbler Foundation mentioned hosting a breakfast for conferences.
   3. Amelia Given Donation – Silent Auction donation requested. Benefits for community events.
   4. SMPTO Received Thank You notes from Teachers for Back to School / Teacher grants.
6. **Chair/Committee Reports/Updates**
   1. Bubblethon Committee –
      1. 99Pledges was a great tool and easy to use, recommended to continue the use of 99Pledges in the future. Overall Bubblethon raised over $51 K. T-shirts have been ordered for Bubblethon. Volunteers will be needed for assistance with Bubblethon and Bubblethon Reward Days, time to sign up sheets will be online. Classroom rewards (popsicles, movie days) will be at the discretion of each classroom teacher. Notice for classroom reward must be provided to PTO at least 2 weeks in advance. Silly String reward will be done on the Bubblethon Reward Day.
      2. Erin Hendriks has volunteered to help with Prize Packs.
   2. Fall Fun Fest & Spooky Party Committee –
      1. Will be held on November 3, 6-8 PM. Costumes are optional. DJ and the photo booth have been booked for the event. Volunteers will be needed to help decorate (starting at lunch time on 3 November), to help chaperone, donate food items, and clean up after the event. Time to sign up sheets will be made available.
7. **Old Business**
   1. Bylaws & Position Descriptions
      1. The Bylaws & Position Descriptions were reviewed and approved with a motion by Torie, seconded by Sarah.
   2. Scholastic Book Fairs –
      1. WG Rice Bookfair will be held during the day on November 13, 15, and 17. Volunteers will be needed to help support and a time to sign up sheet will be created.
   3. Joe Romano Assembly – magic show that the kids enjoy. Confirmed that the show will be different/have different tricks than last year.
8. **New Business**
   1. T-shirt contest voting – Originally planned to conduct voting at the meeting but due to the one week delay for the meeting the voting was conducted by Executive Board last week to allow for the shirts to be ordered on time.
   2. Student Directories – Provided to participating families at no cost. Would like to get these worked and in place before holidays. We are looking for a volunteer to help assist with the directories.
   3. Rice Reporter and IFES Newsletter schedules
      1. Rice Reporter will be sent out twice a month. Mr. Boley provided dates for Rice Reporters to the PTO to ensure PTO input.
      2. IFES Newsletter is sent monthly and the input due by 25th of each month.
9. **Announcements/Upcoming Events**
   1. October 13, 2023 – IFES Bubblethon
   2. October 17, 2023 – PTO Meeting at 7PM
   3. October 20, 2023 – W.G. Rice Bubblethon
   4. October 27, 2023 – IFES Bubblethon Reward Day
   5. October 27, 2023 – W.G. Rice Halloween Parade
   6. November 3, 2023 – W.G. Rice Bubblethon Reward Day
   7. November 3, 2023 – IFES Fall Fun Fest & Spooky Party 6-8PM
10. **Open Floor/Miscellaneous**
    1. BSHS Mini-thon members looking to partner for an event to help raise funds from IFES for Mini-thon. Ideas generated during the meeting included a possible partnership at Cookies and Cocoa with Santa for a cookie decorating station, movie nights in November or December, and babysitting nights. Any additional ideas should be submitted to Tara Swank.
11. **Adjournment**
    1. The meeting ended at 7:54 PM with a motion by Brooke, seconded by Torie.