SMPTO Meeting

held at IFEC Libarary on

November 7, 2013

1. **Call to order/Welcome**

* The Meeting was called to order by the PTO President, Elizabeth Meikrantz, at 7:05 PM
* Introductions were made by the PTO Board, the Principal of IFEC, teacher representatives and meeting attendees.
  1. Those in attendance included: Elizabeth Meikrantz (PTO President), Kerrie Truax (IFEC Vice-President), Shawn and Stacey Knavel (Rice Co-Vice Presidents), Jes Hughes (Rice Co-Vice President), Jennifer Varner (Treasurer), Jennifer Metz (Secretary), Dr. Adams - Principal at IFEC, and Mr. Tom Merlie, School Board President. We had 1 teacher representative (Deb Strawley) and 15 guests. Mr. Boley, Principal at Rice was unable to attend this meeting.
* Those who attended the meeting were asked to sign in on the attendance sheet. A list of upcoming events was also provided to those who attended the meeting.

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

* The board members who were present unanimously approved the minutes from the October 2013 meeting. Copies of the meeting minutes are posted on the PTO website at http://www.smsd.us/webpages/pto/pto.cfm

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

* Mr. Boley was unable to attend the meeting so no school report was provided for Rice.
* Dr. Adams waited until the end of the regular business meeting to address the group of attendees. She and two faculty from IFEC presented an overview of the Response to Instruction and Intervention Program that is being implemented at IFEC and Rice. Please see the link to this summary document on our site.
* Mr. Tom Merlie, School Board President, addressed the group of attendees. He commented on the plans to renovate IFEC to expand the classroom sizes and to add third grade. He also noted that they have received feedback on ways to improve the district website and improvements are underway.

1. **Treasurer’s Report**

* Jennifer Varner provided the Treasurer's Report.
  1. The account balances are as follows - Checking account is $31,193.83; Raffle account is $1,385; Savings account is $15,019.40.
  2. Our major expenses include subsidizing fall field trips, t-shirts and prizes for Bubblethon, the IFEC Halloween Party, new spirit gear, popcorn for Groovy Movie, teacher grant purchases of playground equipment and storage for both schools and a donation to the Carlisle Science Fair.
  3. The money coming in included donations for Bubblethon and old and new spirit gear sales (at the Rice Halloween parade, we sold $411 worth).

1. **Correspondence**

* The PTO received a thank you note from Melissa Vincent, Kindergarten teacher, for the putting on the Bubblethon Event.
* We also received a thank you note from the IFEC 5th Grade teachers for the new playground equipment and storage.

1. **Chair/Committee Reports**
   1. **Fall Fundraiser - *Bubblethon*** - This new fundraiser was a great success thanks to the students, families, friends and faculty who helped raise funds and to the PTO and volunteers who helped with everything before, during and after the actual Bubblethons. Shawn and Stacey Knavel provided a summary of the Bubblethon event, including a printed handout. The total amount raised was $28,049.19 !!

* Total number of students who participated in both schools: 511 (414 at Rice and 127 at IFEC). Total number of students who reached the $35 goal: 431 (322 at Rice and 109 at IFEC). (Total number of students in both schools: 988).
* The cost of prizes was a bit higher than originally estimated due to having to rush order some items and having to adjust the amount ordered. The prize structure was designed to encourage participation.
* Overall, the participation was greater at Rice than at IFEC. We will be looking into ideas on how to generate more excitement about this event for IFEC in the future.
* The individual prizes were handed out to each classroom on the day of the prize assemblies. In addition, the prize assemblies allowed for students to play for a few additional prizes and the grand prizes were distributed to those winners.
* **Will this be our only fundraiser this year?** The PTO has agreed that due to the success of this event in its first year, we do not plan to hold any additional large scale fund raising events.
* **How did Bubblethon measure up to the total funds raised for candy sales in the past?** Previous fall candy sales never met as much profit as Bubblethon did. The highest raised in recent years for the candy sales was about $24,000.
  1. **Box Tops-** The Halloween Box Tops contest went well. Congratulations to Mrs. Harris's class and Mrs. Lobo's class for winning the Halloween Treat! The next contest is underway - voting on what the prize will be for the winner of the year-long contest. Make sure when you send in your Box Tops that you label the bag with your child's name and classroom so that s/he will be credited appropriately. You can also shop through the Box Top website and it will provide box top credits to our schools. Visit https://www.boxtops4education.com/marketplace to log in an shop!
  2. **Spirit Gear** - The new spirit gear is here and available for purchase. Although there are not photos of the new gear on our site yet, they will be there soon! The old spirit gear is currently on clearance but not available for purchase on line due to limited inventory. Both new and old spirit gear will be available for purchase during the Scholastic Book Fair at Rice November 18-21. If you have questions about items/ sizes available, you can contact Jes Hughes at hughes413@gmail.com .
  3. **Walking Club** - Coralita Wilson, Chairperson, reported that the Walking Club is still going on through November. Student totals will be tallied and posted before the holidays. Typically they take a break during the colder winter months (December to March). At this time, no volunteers are needed and we currently do not have a substitute list.
  4. **Groovy Movie** - The first Groovy Movie will be on Friday, November 8th in the IFEC Cafeteria. The movie that will be shown is "The Croods" (voted on by the students). At the time of this meeting, close to 200 students had signed up to attend the event! Volunteers were asked to arrive by 2 PM to help start popping popcorn.
  5. **IFEC Halloween Party** - The Halloween Party was a great success! Kerrie Truax thanked all of the volunteers who helped make this event so much fun (decorating, making/ donating food, helping with the party events, etc). A thank you was said to Kerrie for all of her work organizing the event.

\*\* Related to the Halloween Party was a new thing… "Scare a Bubbler".

This activity allowed student to purchase a lollipop decorated like a ghost

to send to friends, teachers or classrooms. Over 500 ghost pops were

made. A few students received their ghost pop a little late because the

money was not received in time for delivery on Halloween.

* 1. **Teacher Meals for Conferences:** During the week of Parent Teacher Conferences, the PTO usually provides a meal for the teachers one night. This year we are calling the event **"Stock the Teachers' Lounge"** which will be held at both Rice and IFEC will be on the evening of Tuesday, November 19th. We will need volunteers to help with food preparation and purchases of food/ drink/ snack donations. There is a Time to Sign Up on our website. The link is http://www.timetosignup.com/smpto1/folder/1549
  2. **Secret Santa Gift Shop:** The Secret Santa Gift Shop will be held the week after the Thanksgiving break on December 3-6 at Rice in Room 101. Chantelle Voyak and Kim Hiles are the chairpersons for this event. ***Many* *VOLUNTEERS*** *are needed for this festive, fun, kid-shopping event!* There is a Time to Sign Up on our website to volunteer for setting up the shop on Friday, November 22nd and to help the students shop December 3-6. http://www.timetosignup.com/smpto1/signupsheet/21193
  3. **Breakfast with Santa:** This year Breakfast with Santa is a bit earlier… Saturday, December 7th in the High School Cafeteria. At the time of the meeting, we had not confirmed with our new food service provider that they would be able to prepare the food within our budget. We have since learned that they will assist with the food preparation portion of this event. In addition, Shirley Hoover graciously offered to chair this event. A Time to Sign up for this even is now on our site. Please volunteer for this fun event! http://www.timetosignup.com/smpto1/signupsheet/21496

1. **Old Business**

* There was no old business to discuss.

1. **New Business**

* **Teacher Grants:** We will be splitting the cost of purchasing 5 "flash" drives per classroom for all teachers at Rice. In addition, we will be purchasing a program called "Fonts 4 Teachers" that can be utilized by both schools to assist with SmartBoard presentations/ activities.
* The Scholastic Book Fair will be at Rice from 11/18 - 11/21, during the Parent Teacher conferences. Volunteers are needed for this event. Please sign up on our site on the Time to Sign Up link. http://www.timetosignup.com/smpto1/signupsheet/21196
* It came to the PTO's attention that occasionally there are students/ families that are unable to afford the cost of purchasing a Halloween costume. We would like to assist with collecting a few gently used costumes in a few different sizes and for different genders to have on hand at each school.

1. **Announcements**

* We always need VOLUNTEERS. Please visit our website to sign up for the exciting, fun events that are scheduled for November and December. We need help with volunteers and donations. Please consider one or both ☺ http://www.smsd.us/webpages/pto/

1. **Open Floor/ Miscellaneous** - At the completion of the general meeting, Dr. Adams, Ms. Dane (School Psychologist) and Mrs. Snyder (Reading Specialist) provided a presentation regarding the Response to Instruction and Intervention (RtII) Program. Please see separate link for summary of this presentation and discussion.
2. **Adjournment**

* The meeting adjourned at 8:30 PM.
* Respectfully submitted for approval at the next PTO meeting by

Jennifer Metz

SMPTO Secretary

**Our next PTO meeting will be held on**

**Thursday, December 5th at 7:00 PM**

**at the IFEC Library.**