Minutes for the SMPTO Meeting held at

IFEC Library on October 2, 2014

1. **Call to order/Welcome**

* The Meeting was called to order by the PTO Co-President, Stacey Knavel, at 7:05 PM
* Introductions were made by the PTO Board, the Principals and meeting attendees.
  1. Those in attendance included: Shawn and Stacey Knavel (PTO Co-Presidents), Jennifer Varner (Treasurer), Jennifer Metz (Secretary), Julie Snyder and Kim Hiles (Co-Vice Presidents of Rice), Kerrie Truax (IFEC Vice President), Mrs. Reed (IFEC Principal), and Mr. Boley (Principal of Rice). We had 18 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**

* Stacey Knavel made a motion to approve the September 2014 minutes. The board members who were present unanimously approved the minutes from the September 2014 meeting. 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 shared his gratitude to the PTO and all of the students, families and faculty who assisted in making the Bubblethon 2014 donation period such a success. The Bubblethon Walk-a-thon event will be held on Friday, October 17, 2014 at Rice.
* He shared that they are in the midst of all grades going on field trips and the third grade classrooms have gotten their chick eggs. They will observe the eggs under special care while incubating until they hatch. While discussing field trips, a question was raised by a parent about whether funds could be returned to the budget for the field trip line item because of the success of Bubblethon. While Bubblethon donations exceeded our goal, additional expenses were incurred because of that (additional individual and classroom prizes to be purchased, the ability for online donations with PayPal was also an expense). The possibility of modifying the field trip budget will be considered. Adding an additional $1000 to the budget only provides $1 additional to each student. NOTE: Any students who are identified as unable to meet the cost of a field trip will be assisted completely by PTO funds.
* The Youth Ballet will be coming to the 1st and 2nd grade PE classes to teach them about ballet. They will also attend a performance of Hansel and Gretel at the Whittaker Center later in the month.
* The Rice Halloween Parade will be on Friday, October 31, 2014 at 1:30 PM. They will parade through the local neighborhood near Rice led by the YBMS Marching Band. (Kindergarten does not parade through the neighborhood.) Classroom parties will be held following the parade.

**Mrs. Reed - IFEC Report**

* Mrs. Reed also thanked the PTO and all of the students, families and faculty who assisted in making the Bubblethon 2014 donation period such a success. The Bubblethon Walk-a-thon will be held at IFEC on Friday, October 24, 2014.
* She also shared that ABC27 News came to IFEC to teach the students about the Storm Tracker. There are photos of this event.

* Fourth grade will be heading to Landis Valley in Lancaster later in the month for their field trip.

* Mrs. Reed also shared that the teachers will be implementing new Language Arts and Writing Educational Programs.

**School Board Representative**

* School Board Representative, Elizabeth Meikrantz, attended the meeting to provide a report to the PTO. Elizabeth reminded everyone about the next school board meeting which will be held on 10/6/14. She encouraged people to attend the meeting to hear about what the school board is discussing and to voice their opinions. She noted that they will be talking about test scores.

1. **Treasurer’s Report**

* Jennifer Varner provided the Treasurer's Report.
  1. The account balances are as follows - Checking account is $62,265.10; Raffle account is $2,802.46; Savings account is $10,003.38.
  2. Total expenses for this month were $933.65. Our major expenses include: $104.22 for Bubblethon (copying, printing); $140 for field trips (Paulus Orchards); $60.19 for Teacher Appreciation gifts; $629.24 for May Fair 2015 (deposit payment to 3 Monkeys).
  3. We had $32,212.29 in income this month. Our major sources of income included: All $32,212.29 was generated from the fall fundraiser, Bubblethon through business sponsorships, donations and t-shirt purchases. Please note that these donation amounts do not included those made through PayPal yet.

1. **Correspondence**

* We received hand made thank you notes from the students of Mrs. Vincent's and Mrs. Barnett's Kindergarten classrooms at the end of last year which were shared at the meeting tonight. We also received additional thank you notes from faculty at Rice and IFEC for the $50 Back to School donation and the Back to School luncheons.

1. **Chair/Committee Reports**
   1. **BUBBLETHON 2014** - The SMPTO's goal was to raise $40,000. Thanks to all of the efforts by students, families and faculty to exceed that goal and raise $45,000!!! A full summary of the donations, prizes, expenses, data comparisons from 2013/2014, etc. will be provided at November's PTO meeting

FEEDBACK SO FAR:

* + - * Teachers reported that students were excited to hear daily announcements about goals reached.
      * The excitement at IFEC seemed be greater this year - more students talked about it.
      * The Kick-Off assembly was great!
      * A suggestion was made to invite the business sponsors to the events to see how much fun it is for the students.
      * Having the availability of PayPal on our site for donations does cost a fee so some of the funds raised go toward that fee.
      * Some felt that the collection period/ cut-off date was too short. It was difficult for families who live further away to send donations in by they deadline. Because we wanted to have the prizes available at the event, we needed time to order the appropriate amount and to get them here on time. In addition, we want to make sure the outside portion of the event is held at a time when it will be warmer out (hopefully). A suggestion was made to make more generic prizes so that they could carry over year to year.
      * Another suggestion was that we send home the paperwork for the donation period prior to the kick-off event to allow more time.

NOTE: Students will receive a summary of all donations collected with their prizes. If you would like specific information, please contact the PTO via the email board@smpto.com.

* 1. **Box Tops-** Becky Kaczur and Jamie Michler, chairpersons, provided a summary of the first contest.The first contest was quite a success. There was one winner from each grade who received a piece of spirit gear of his/her choice. Rice brought in 8762 box tops and IFEC brought in over 4000!! The fall contest is underway and Rice already has 4000+ submitted! ***Please utilize the forms provided as they are easier to count the box tops and credit students/ classrooms for the contests. 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 tops submission so s/he may be credited appropriately for their submissions. Also, be sure to check out the box top website at **http://www.boxtops4education.com/ Good luck and enjoy clipping box tops!!**
  2. **Labels for Education -**  Suzanne Shriner (chairperson) shared an update at the meeting. She has submitted all of the labels collected so far and we have already reached 10,000 points! She said the goal for this year will be to collect 50,000 points (points don’t expire). She is submitting them in sets of 1 point, 5 points and 10 points. She had collection sheets for people to use if anyone wants them. If anyone knows of a business that would be interested in having an official donation box, one can be placed there for us to collect more points. We will be utilizing some of the points to get additional playground equipment.
  3. **Scholastic Book Fair at Rice** - The book fair will be held in the library at Rice during the week of Parent Teacher Conferences after school and into the evening (3:45pm to 7:45 pm). Materials for the book fair will be sent prior to that week so that they can be set up in the library for students to preview prior to the fair. ***We need volunteers to help run the book fair during that week.*** Please visit our website under "volunteers" to sign up to help. Shifts are in 2 hour increments.
  4. **Walking Club** - This activity requires two volunteers daily from 11:50 am to 1:10 pm during recess at IFEC. The volunteers assist with monitoring students on the high school track and to keep track of the number of laps completed by each student. The students must walk a minimum of 2 laps. Incentives this year include a classroom contest (the classroom with the highest number of laps/ miles wins a prize) and a grade contest (4th vs. 5th grade - highest total wins a prize). The students are excited and would love to have walking club everyday but we do not have enough volunteers yet. At this point, it is only occurring on Monday, Tuesday and Thursday. If you are interested, please sign up to help on our website under "volunteers".
  5. **Groovy Movie** - The first Groovy Movie will be on Friday, November 14th at IFEC from 3:30 to 5:15. The students will be voting on the movie choice in early November.

1. **Old Business** - None
2. **New Business**
   * **Possible holiday event for IFEC students? -** We would like to consider developing some kind of holiday event for students at IFEC. Students at Rice have the Secret Santa Gift Shop and Breakfast with Santa. Some suggestions in this meeting were: a book exchange to shop for parents; a Secret Santa Shop at IFEC (space? volunteers?); and/or a candy cane sale/ exchange (like the "scare a bubbler" lollipops). **Please let us know your ideas!**
   * **Kohls Cares Donation of books/ stuffed animals -**  Kohls has offered to donate 200 books and 80 stuffed animals to the PTO. These are items that were not sold and this will be an ongoing donation every quarter. We are asking for ideas of how best to utilize these items. Some suggestions made were: utilize them at the Pre-K Family Fun events or Kindergarten Kick-off (with PTO labels inside); utilize them for Kindergarten or 1st Grade classes; share them with needy families; help out students having a rough day; utilize them for Read Across America day; and/or give to new baby "bubblers". Please share additional ideas with us. We would love to hear them.
   * **Capital Expenditure for Rice** - The PTO has been working with Mr. Boley on how best to utilize excess funds to make a significant capital expenditure purchase for Rice. A survey was sent out to families at the end of last year seeking ideas and we received feedback from several people. A technology purchase will be made by the PTO to enhance the students’ educational experience. We are still confirming costs and once that is clarified, we will announce what we will be purchasing.
   * **Conference Week Teacher Appreciation** - The PTO would like feedback from the teachers at Rice and IFEC about whether they would prefer an evening meal or a "stock the teacher's lounge" event during conference week. The teacher representatives will poll the staff and get back to the PTO on their preference.
   * **Health Screening at Rice** and **Nurse Requests**- The nurse at Rice needs volunteers to assist with student health screenings. In addition, she could use some gently used clothing and shoes for students who may need an emergency change of clothes while at school. Lastly, the nurse said that they are in need of substitutes that are registered nurses.
3. **Announcements** 
   * + - **Penn Live Contest** - Penn Live is have a Marching Band Brawl contest and the Boiling Springs High School Marching Band is involved. Make sure you vote for our marching band!
   * **Amazon Smile / Shop for PTO link** - On our website, there is a link titled "Shop for PTO". Amazon has a new way to designate the organization you wish them to donate to. If you choose "Amazon Smile" from our link, you can designate the SMPTO as your charity. Each time you enter Amazon after that, it will prompt you if you would like to go to Amazon Smile. Please consider doing this, as last year, we received over $500 from them.
   * **Giant A+ Rewards** - We are not collecting the information and inputting in to the system this year. We are asking people to do this on their own to make sure that all of their demographic information is correct and up to date (i.e. some people have moved or got their card before they were married and their name has changed, etc.) A link is available on our Facebook page to designate a beneficiary for your card (up to two schools) and update your information.
   * Our budget is on our website. Please take the time to look it over and bring ideas to our next meeting of where the additional funds raised from Bubblethon could be best utilized.
4. **Open Floor/ Miscellaneous** -
   * We are always looking for exciting, new ideas for current events we sponsor and for new events to sponsor. *PLEASE share your ideas with us!*

1. **Adjournment**

* The meeting adjourned 8:15 PM.
* Respectfully submitted for approval at the next PTO meeting by

Jennifer Metz, SMPTO Secretary

**Our next PTO meeting will be held in November 6, 2014 .**

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

**www.smpto.com**