Minutes for the SMPTO Meeting held at

IFEC Library on September 22, 2016

1. **Call to order/Welcome**

* The meeting was called to order by the PTO President, Jodi Jumper, at 7:03 PM.
* Introductions were made by the PTO Board, the Principals and meeting attendees.
  1. Those in attendance included: Jodi Jumper (PTO President), Jennifer Metz (Secretary), Melanie Reifsteck (Co-VP of IFEC), Laura Kilko (Co-VP of IFEC), Mrs. Reed (IFEC Principal), Charlie Bailey (Co-Vice President of Rice), Suzanne Shriner (Treasurer) and Mr. Boley (Principal of Rice). Shelly Barrick (Co-VP of Rice) was unable to attend this meeting. 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**

* Julie Snyder made a motion to approve the May 2016 minutes. Jennifer Varner seconded the motion. The board members who were present unanimously approved the minutes from the May 2016 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 shared that they are now fully staffed in the cafeteria. He thanked the staff that have been assisting in the cafeteria at meal time.
* Fall pictures will be on October 6, 2016.
* Field trips are scheduled. Kindergarten will be going to an apple orchard. Third grade will be going to Lake Tobias on October 7th.
* Mr. Boley shared that they will be implementing a new form of benchmark assessments called I-Ready. Although I-Ready is not “ready”, they will also be utilizing it for student academic assessments once it is up and running.
* They will be holding a Pre-K Family Fun Event at Rice for potential 2017 Kindergartners on October 1st.
* Student health screenings will be done at Rice in late October. Please visit the SMPTO website for the Time to Sign Up to volunteer for this event. Clearances are needed for this.
* Mr. Boley also reminded parents/guardians that the Waiver form must also be signed and updated annually. This can be found in the volunteer manual on the school district website. If you obtained your other clearances last year, they are still valid.

**Mrs. Reed - IFEC Report**

* Mrs. Reed gave a brief update on the building renovation. The entrance for the school is temporary right now. When the new entrance is complete, they will change where students and visitors enter and exit.
* Although the library is not totally complete, Mrs. Reed reported that the students started their library program the day of this meeting.
* Some of the upcoming events for IFES include the 4th grade field trip to Landis Valley on October 13 and 14. The 5th grade will be going to the Symphony on October 7th.
* Students will be participating in health screening next week at IFES (September 28th). There is a Time to Sign Up if you are available to assist the school nurses with this screening activity.
* Mrs. Reed reported on the new benchmark assessment tool they will be implementing called I-Ready. Unfortunately, it is not ready for use yet. When it is ready, they will complete assessments with students three times per year that will assess student’s academic growth, monitoring what they are improving on and/or what they need to work on.
* Fall pictures will be on October 6, 2016 at IFES.
* There will be no school on October 10, 2016.

**School Board Representative**

* No report was provided at this meeting.

1. **Treasurer’s Report**

* Suzanne Shriner provided a summary of the budget, account balances and income and expenses for the months of June-August 2016. A general overview of the 2016-17 Budget was explained to those in attendance at this meeting. Finalization of the budget will depend on the success of Bubblethon 2016. The fiscal year begins on July 1, 2016 and runs through June 30, 2017.

**Income:** The major sources of income from June through August 2016 included Bubblethon sponsorships ($3550), Amazon Smile income ($76.75), and an Amazon credit ($32.57).

**Expenses:** The major expenses for June – August 2016 included $50 for each teacher for Back to School supplies (total of $3,750), an educational grant for “Teachers Pay Teachers” program (cost of $34.40), Bubblethon sponsorship and donation packet printing costs ($644.31) and the Back to School teacher brunch for both IFES and Rice (cost of $312.19). The PTO Insurance was also paid at a cost of $805 for the entire school year.

**Account Balances:** As of 8/31/16, the checking account balance was $5,973.55, the

raffle account balance was $100 and the savings account balance was $10,029.38.

* The proposed 2016-17 Budget was discussed at this meeting. Suzanne presented some potential changes to the budget based on best ways to categorized funds and increased allocations to certain line items. Bubblethon 2016 has a goal of raising $40,000. As of the day of this meeting, donations totaled $8,900 but did not include the sponsorships. We have a long way to get to our goal but there is still time. Some things we are thinking about include total amount allocated to field trips (currently at $4 per student), assemblies, teacher/educational grants, Breakfast with Santa and Book Fairs (to provide a sneak peek breakfast for teachers). We need to plan to include the cost for the movie license since it covers many different types of events and we typically look at providing additional replacement playground equipment during the year and will not have Labels for Education to use to get the equipment.

1. **Correspondence**

* We received thank you notes from Mrs. Vincent for the SMPTO Back to School Luncheon and the Back to School money. We also received a thank you note from the faculty at Rice for the Back to School Luncheon and the support we provide to them. The First Grade team of teachers sent us a thank you note for the Back to School supply money we provided.

1. **Chair/Committee Reports**

* 1. **Box Tops-** For the 2016-17 school year, **we will need a new chairperson(s) to organize contests and count and verify box tops.** We have some people who have expressed interest. *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. **IFES Halloween Party –** Melanie reported that things are on track for the IFES Halloween Party. It will be held on October 26, 2016 from 6-8 PM at YBMS again this year because of the IFES construction. They are still in need of a Haunted Hallway chairperson(s). There will be food, games and a DJ, plus the pumpkin and costume contests. There is a Time to Sign Up on the PTO website for volunteers, food, games, etc. Chaperones must wear a costume ☺. A full set of clearances are not required but the “clearance waiver” must be signed and submitted to your child’s school (see the volunteer manual on the school district website – page 6).

1. **Old Business** - None
2. **New Business**
   1. **Teacher grants -**  Jodi reported that we have received a number of teacher/ educational grant requests that we have reviewed. We are holding off on approving any until we know the total amount raised during Bubblethon. If we fall short, we may have to adjust the budgeted amount.
   2. **Groovy Movie –** This has been an afterschool event held 4 times a year at IFES for students to stay and watch a movie and have snacks. During the last year or two, this event has had some trouble being successful due to issues with student behavior. We are looking at other possible ideas to replace this event but still provide some type of fun afterschool event for the kids. The first one is typically scheduled for November. Kat Seiber asked if we could consider scheduling at least a November movie for the kids while we are trying to determine a replacement event. The concern still exists that many students come to this event and choose to socialize rather than watch the movie which is disruptive to those who want to watch the movie with their friends. No decision was made about showing a movie or a new event. Please share any ideas you may have!
3. **Announcements**

* **DATE CHANGE:** This year, the SMPTO will hold their general meetings on ***the third Thursday of the month*** in the IFES library at 7:00 PM. With the exception of the October meeting which will be on Tuesday, October 18th (because the 20th is the Boiling Springs Parade).
* The High School Drama Club might be available to provide volunteers to assist with events.
* **Hospitality Coordinator(s) Needed –** We are in need of someone to assist with coordinating the meals/ hospitality that the PTO provides for the teachers/faculty during the school year. These events include the back to school teacher luncheon, meals/ snacks during conference weeks, teacher appreciation week.
* **Cafeteria Update -**  Karen Rhodes, the Food Service Director for the school district, gave a brief update on the beginning of the school year. She reminded people that if they are aware of anyone who may need free/reduced price meals that they can apply for assistance. They are looking at adding breakfast to IFES and Rice at some point in the future. She also shared that they are currently running a food collection drive to set up a pantry for needy families in the district. They plan to do this at least 3 times per year. The PTO will also put this information on our website and Facebook page. A suggestion was made that the food drive could be a contest next time.
* **Bubblethon Event Time to Sign Up –** There will be a Time to Sign Up for volunteers to assist with the Bubblethon events at IFES on 11/4 and Rice on 11/11. Please visit our website to sign up.

1. **Open Floor/ Miscellaneous**

* **Walking Club –** Kat Seiber inquired about whether we might consider reinstituting Walking Club. It was explained to those in attendance that students at IFES used to have the opportunity to walk laps around the track during recess time. These laps would be logged for each student and they earned prizes for being the top lap walkers. During construction, recess times had to change and the ability to wrangle volunteers to monitor the laps for all of the different recesses became too difficult. Kat expressed interest in trying to revive the program and the PTO supports the effort. More information about this will follow at future PTO meetings.

1. **Adjournment**

* The meeting adjourned 7:58 PM.
* Respectfully submitted for approval at the next PTO meeting byJennifer Metz, SMPTO Secretary. Thank you to Jennifer Varner and Sharon Woodman for assistance with taking minutes for this meeting as well.

**Our next PTO meeting will be held on ~~October 20, 2016 .~~**

**CORRECTION FOR OCTOBER ONLY:**

The next meeting will be on October 18, 2016 at 7:00 PM in the IFES Library.

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

**www.smpto.com**