Minutes for the SMPTO Meeting held at

IFEC Library on April 9, 2015

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: Stacey Knavel (PTO Co-President), Jennifer Varner (Treasurer), Jennifer Metz (Secretary), Kerrie Truax (IFEC Vice President), Julie Snyder (Co-Vice President of Rice), and Mrs. Spisak (Vice-Principal of both elementary schools). We had 10 additional people attend the meeting. Shawn Knavel (PTO Co-President), Kim Hiles (Co-Vice President of Rice), Mr. Boley (Principal of Rice) and Mrs. Reed (Principal of IFEC) were unable to attend the meeting.
* Those who attended the meeting were asked to sign in on the attendance sheet.

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

* Because of the weather on the day of the March meeting, no meeting was held and it was not rescheduled. No minutes were taken to be approved. Copies of the meeting minutes are posted on the PTO website at www.smpto.com .

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

**Mrs. Spisak - Rice Report**

* Mrs. Spisak reported that the Agricultural Van experience was a success at Rice.
* The Second grade musical program had its dress rehearsal/ performance at Rice today and it went well. On Tuesday, April 15th, the formal program will be held in the high school auditorium.
* PSSA Testing will begin on April 13th and continue through April 24th.
* Spring Pictures will be April 29th.
* Field Trips are scheduled for all grades. Kindergarten will be the week of May 4th. Third grade will be the week of May 11th. Second grade will be the week of May 26th. First grade will be the week of May 18th.

**Mrs. Reed - IFEC Report**

* Mrs. Reed reported that the building renovation has begun.
* April 28th will be Spring pictures for IFEC students.
* April 30th will be the Spring Band and Choral concert at the high school.
* The Spelling Bee will be on May 8th.
* The fourth grade Music Share will be on May 8th.
* Fourth grade will be heading to the State Capital for their field trip in May.
* Fifth grade will be going to the Army Heritage Center for their field trip in May.
* They are looking at possibly having the fifth grade creating a time capsule.
* On May 27th, Third grade will be visiting IFEC. This visit will be modified due to the construction.
* Forge Ahead day will be held on May 28th for the Fifth graders heading onto YBMS.
* June 1-3, the Agricultural Van will be at IFEC. Volunteers are needed!
* Mrs. Reed also shared with the ongoing construction, as of May1st, there will be no gymnasium and no kitchen. As weather permits, PE classes will be held outside. A modified lunch menu will be offered for the rest of the year for IFEC due to their limited meal preparation capacities.
* She also noted that as for this fall (August of 2015), there is no plan for a delayed start for school. It is possible that the school calendar may be delayed for the fall of 2016.

**School Board Representative**

* There was not a representative from the school board at this meeting so no report was given.
* Stacey Knavel did encourage people to attend school board meetings to become aware of planning issues, budget issues, calendar issues, etc. It is also a venue to voice your opinion and concerns.

1. **Treasurer’s Report**

* Jennifer Varner provided the Treasurer's Report.
  1. The account balances are as follows - Checking account is $30,193.70; Raffle account is $100; Savings account is $10,014.65.
  2. Our income for the month totaled $422.58. Some of the major sources of income included: an ongoing donation from Bubblethon ($23.97); Amazon purchases generating donations ($346.03); Secret Santa Shop - reimbursement for bounced check ($46) and interest ($6.58).
  3. Our expenses for the month totaled $12,771.48. Some of the major expenses included: Junk Rock Band Assembly and Penn State Trombone Choir assembly ($950); technology purchases for Rice and IFEC ($10,791.08); sponsorship for Summer Reading Program at Givin Library ($200); educational grants (chair pocket organizers, IFEC Bubbler Cares rewards and mints) ($301.86); walking club prizes ($20.32); Time to Sign up membership ($14.99); Teacher Conference dinners at IFEC and Rice ($368.23); Game of Chance license for raffles ($125).

1. **Correspondence:** We received a thank you note from Jen Chadwick for a gift card we gave her as thank you for all of her years of service handling teacher appreciation gifts and events. We also received a thank you note from the fourth grade teachers for the subscription to Scholastic News for next year.
2. **Chair/Committee Reports**

* 1. **Box Tops-** Becky and Jamie provided a brief summary of the collections so far. The total collected for this year for Rice is just short of 40,000 and for IFEC is just short of 11,000! Amazing! Ms. Kuhn's class won the last contest. Students will get to silly string the principals at May Fair. We will still be collecting box tops over the summer so remember to clip them all summer long! Also, Becky Kaczur will be moving so we will need a new Box Top Chair for IFEC. Let us know if you are interested! ***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.*** 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. More information can be found about box tops on their website at **http://www.boxtops4education.com/ Thank you for all the tops submitted so far!**
  2. **Labels for Education -**  There was no report for Labels for this month. Check back next month for more news!
  3. **May Fair 2015 -** This event will be a Yellow Breeches Middle School this year because of the construction at IFEC.
* The Time to Sign Up is ready and available for people to volunteer. The people at the meeting were polled on ways to get more volunteers to sign up. Suggestions offered included tapping into religious organizations, providing extra tickets to volunteers, utilizing the HS interact club, combining games to be monitored by one person, utilizing middle school students or other groups from the HS, checking with the local Kiwanis, Rotary, Boy Scout, Big Brothers/Big Sisters, Civic Associations and Dickinson College Clubs. Unfortunately, we will have to close down events/activities if we are not able to get enough volunteers. We have about 120 time slots to fill. Clearances are not needed for this event.
* A flyer announcing May Fair and all of the events and the location will be sent home via email and paper copy.
* The Great Wolf Lodge Raffle will begin during May Fair, selling tickets at a discounted rate and then will continue for an additional 2 weeks.
* An email will be sent out to teachers seeking those interested in being in the teacher raffle.
* The Disney Hopper Passes will be available to bid on at the Silent Auction. A notice will be sent out prior to announce this opportunity.
* Requests for classroom basket donations will be included on the flyer being sent home. In addition, a separate copy will be made for teacher's reference. It was suggested that room parents be asked to assist with this for future May Fairs
* We need an MC for the Talent Show. It will take about 2 hours to MC.
  1. **Teacher Appreciation** **Week:** This is the week following May Fair. We will be providing a breakfast, a luncheon, a cookie day and small gifts to thank all the faculty for what they do for our students and community.
  2. **Groovy Movie:** The last movie will be on April 18th. The choices will be Big Hero 6, Night at the Museum 3 and The Penguins of Madagascar. The one with the highest vote will be shown. Snacks and drinks will be provided.
  3. **Walking Club:** This has started up again at IFEC for the spring. With the construction, things are a little different. Please consider signing up for several days so these kids can get out and burn off some energy.

1. **Old Business**

* None

1. **New Business**

* + **ELECTIONS:** The slate of proposed new board members was presented and voted upon at this meeting. The new Vice Presidents of IFEC are Melanie Reifsteck and Rachel Andreoli. The new Secretary is Suzanne Schriner (we will need a new Labels for Education Chair!) and the new Treasurer is Jennifer Metz.

1. **Announcements** 
   * **PPL Program**: It was shared at this meeting that PPL is offering a program that you can sign up student classroom to receive a free energy efficiency presentation and feedback. If PPL receives 80% of completed surveys, the classroom will receive $150 from PPL.
2. **Open Floor/ Miscellaneous** - No new information
3. **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 on May 7, 2015 .**

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

**www.smpto.com**