**Minutes for SMPTO General Meeting at IFES Library**

**12/21/17 at 6:00 PM**

1. **Call to order/Welcome**
* The meeting was called to order by the PTO President, Jodi Jumper, at 6:07 PM.
* Introductions were made by the PTO Board, the Principals and meeting attendees.
	1. Those in attendance included: Jodi Jumper (PTO President), Jennifer Metz (Co-VP IFES), Mrs. Reed (IFES Principal), Charlie Bailey (Co-VP of Rice), Melissa Barnhart (Secretary), and Suzanne Shriner (Treasurer). We had 5 additional people attend the meeting.
	2. Melanie Reifsteck (Co-VP of IFES), Shelley Barrick (Co-VP of Rice), and Mr. Boley (Rice Principal) were unable to attend this meeting.
* Those who attended the meeting were asked to sign in on the attendance sheet.
1. **Approval of Minutes from previous meeting**
* Charlie Bailey made a motion to approve the November 2017 minutes. Jennifer Metz and Suzanne Shriner seconded the motion. Please note: Copies of the meeting minutes are posted on the PTO website at www.smpto.com .
1. **Principal Reports/School Board Representative**

 **Mrs. Reed - IFES Report**

* Mrs. Reed reported IFES recently had their Literacy Night. She said it was very fun and the students liked it.
* She said that tomorrow IFES is having their December Community Meeting and the book title will be revealed for the "One School, One Book" program.

 **Mr. Boley- Rice Report**

* No report was provided at this meeting.

**School Board Representative**

* No report was provided at this meeting.
1. **Treasurer’s Report**
* Suzanne Shriner provided a summary of the account balances, income and expenses for the month of November 2017.

**Income:** The major sources of income from November included the Bubblethon Fall Fundraiser ($500.00 from Giant Foods and $80.00 in donations), Amazon quarterly income ($87.71), Groovy Movie ($780.50), Boo a Bubbler sales ($442.00), Rice Book Fair ($2,351.91), and Spirit Gear sales ($145.47).

**Expenses:** The major expenses for November 2017 included a refund for Bubblethon ($35.00), Bubblethon T-shirts ($7,028.25), thank you gift card for Jeanette Kole for Bubblethon ($50.00), and Bubblethon prizes ($501.37). The SMPTO also had expenses for spirit gear start up money ($150.00) and Breakfast with Santa costs for crafts, decor, Santa gift card, bags/labels, and reindeer food ($571.00). SMPTO made a donation to the Carlisle Area Science Advisory Committee ($50.00) and incurred expenses for an educational grant ($60.00). SMPTO also spent $815.00 for the 5th grade field trip to the IMAX/symphony, $980.00 for the 4th grade field trip to Landis Valley, and $39.00 for kindergarten to go to Paulus Orchards. There were also Halloween Party expenses ($236.50), Parent Conference Dinner for Teachers ($700.00), as well as a Nurse's Grant purchase of underwear/pants ($77.84). Additionally, there were expenses for the Rice Book Fair preview breakfast ($38.98) and coffee/paperware for that event ($63.42) as well as Secret Santa Shop items ($2778.00).

**Account Balances:** As of 11/30/17, the checking account balance was $38,674.17, the

raffle account balance was $100.00 and the savings account balance was $10,031.14 for a total of $48,805.31.

1. **Correspondence**
* Melissa Barnhart shared three thank you cards received since our last meeting. The first card was received from Mrs. Tara Swank, IFES Librarian, for the "fabulous" bean bag chairs provided through teacher grant funds and for the dinner and snacks provided during conference week. Mrs. Kelly Klasick, teacher at Rice, thanked the SMPTO for all of the books she requested on her wishlist from the book fair. Lastly, Mrs. Watkins and Mrs. Santana, teachers at IFES, thanked the SMPTO for the generous and delicious meal during conference week.
1. **Chair/Committee Reports**

**a. Box Tops-** For the 2017-18 school year,our Box Top chair will be Kris Simon.*Please try to utilize the forms provided as they are easier to count the box tops and credit students/ classrooms for the contests, but using the designated form is not required . 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 the student may be credited appropriately for their submissions. At tonight's meeting, Jodi Jumper reported that the most recent contest concluded and the winning class per grade had lunch with their principal. The contest generated 8,080 Box Tops for an income of around $800. She reported that there will be another contest around Valentine's Day. The final contest will be near the end of the school year.

1. **Old Business**

a. **Breakfast with Santa-** The event was held on Saturday, December 2, 2017 and was a success! Jodi gave a special thank you to Karen Rhodes from Aramark for the delicious food. Suzanne reported that the SMPTO sold around $1000.00 of spirit gear at the event.

b. **Secret Santa Shop-** The event was held at Rice from December 4-6th, 2017. The event went well, but overall could have used more parent volunteers. Additional shopping was done throughout the week for more items and there is happily not much to store for next year's event. Suzanne reported that Secret Santa Shop was easy to reconcile this year.

1. **New Business**
	1. **IFES Friday Fun Event**- The next IFES Friday Fun Event will be held on January 26, 2018 in conjunction with the Mini-Thon Club. The concept is life-size board games that will be created by the club members. It will still be held right after school and all of the money to attend will be donated to Mini-Thon. Parents can opt to donate more if they would like. The SMPTO will need more volunteers to assist with this event. Please visit our Time to Sign Up Sheets to volunteer if interested.
	2. **Directory-** Jodi reported that the student directory is complete and will be sent out after winter break to the 450 families that participated. Jodi passed around a sample of the directory and noted its sponsor, McElwee's Custom Concrete.
	3. **Teacher Grant Requests-** Jodi stated that there was one request since our last meeting. It was from Mr. Kunkle, counselor at IFES, who requested workbooks for a drug awareness program. Since he actually needs them for next year, he was told that the SMPTO will take care of the cost next year closer to that date. Suzanne added that we have around $6,000.00 left to spend on teacher grants by 06/30/18.
2. **Announcements**
* Jennifer Metz made an announcement that the South Middleton School District is in need of bus drivers for those interested in a part-time job. Bus drivers are allowed to bring their children along on the route.
1. **Open Floor/ Miscellaneous**

a. Mrs. Hinkle and Mrs. Miller, teachers at IFES, shared how much the teachers love the PTO and that the SMPTO helps to make their jobs a little easier.

b. Karen, from Aramark, said thank you for allowing Aramark to participate in the Breakfast with Santa program.

1. **Adjournment**
* The meeting adjourned at 6:27 PM. The motion to adjourn was made by Charlie Bailey and seconded by Jennifer Metz.
* Respectfully submitted for approval at the next PTO meeting byMelissa Barnhart, SMPTO Secretary.

**Our next PTO meeting will be held on January 18, 2018 at 6pm**