

Minutes for the SMPTO Meeting held at

IFES Library on April 20, 2017

1. **Call to order/Welcome**

* The meeting was called to order by the PTO President, Jodi Jumper, at 7:08 PM. Introductions were made by the PTO Board, the Principals and meeting attendees.
* Those in attendance included: Jodi Jumper (PTO President), Melanie Reifsteck (Co-VP of IFES), Jennifer Metz (Secretary), Suzanne Shriner (Treasurer), Shelly Barrick and Charlie Bailey (Co-VPs of Rice), Mrs. Reed (IFES Principal) and Mr. Boley (Principal of Rice) attended the meeting. Laura Kilko (CO-VP of IFES) was unable to attend this meeting. We had 10 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**

* Jennifer Varner made a motion to approve the March 2017 minutes. Shelly Barrick seconded the motion. Those in attendance at this meeting unanimously voted to approve the minutes from the March 2017 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 provided an update for Rice. The math portion of the PSSAs will occur the week of April 24th.
* Field trips will begin occurring in May.
* The school and the students are looking forward to May Fair at the beginning of May. Mr. Boley urged people to consider volunteering to assist with the event.
* The students will have the Reptile World assembly on May 19th. The PTO sponsors this assembly. Mr. Boley expressed his gratitude to the PTO on behalf of the faculty, staff and students at Rice.
* Bubbling Over will occur on May 24th for 2nd grade and June 2nd for 3rd grade. The students will go bowling and then have a movie party.

**Mrs. Reed - IFES Report**

* Mrs. Reed reported the math portion of the PSSAs will occur next week and then they will have science for 4th grade the week of May 1st.
* They held a family art night at IFES on April 19th and it was well attended. Next month, they will be holding a family math night so keep your eye out for a flyer about it.
* May is a very busy month with field trips, assemblies and school tours.
* The fifth graders will be holding a concert on the evening of May 2nd.
* The fourth graders will hold a “Music Share” on May 18th from 10:30 – 11.
* Second graders will be visiting IFES on May 22nd and Third grades will be visiting IFES on May 24th.
* Moving-Up Day will be June 2nd (when 5th graders visit YBMS).
* Forge Ahead Day will on June 8th
* Field Day will be June 7th. This will be a “volunteers only” event.
* IFES still has the Mobile Ag Van and the VanGo! scheduled for May and June. Please visit the PTO website for the Time to Sign Up. *Volunteers are needed!*

**School Board Representative**

* No report was provided at this meeting.

1. **Treasurer’s Report**

* Suzanne provided the Treasurer’s report for March 2017. She also noted that there are several events coming up that will be additional expenses not yet reflected in the financial summary. These include Bubbling Over (at a cost of about $4000), Forge Ahead (at a cost of about $2000), field trips and additional educational grants (up to about $4000).

**Income:** The major sources of income for March 2017 include the March 19th IFES Friday Fun Day event in the amount of $293 (to cover the cost of snacks, etc); spirit gear sales in the amount of $27; and the IFES Scholastic Book Fair in the amount of $3,768.77.

**Expenses:** The major expenses for March 2017 include the renewal of our Time to Sign UP subscription in the amount of $11.17; the payment for the VanGo! mobile art museum for IFES in the amount of $1497; donations to SPY (Summer Program for Youth) and the Amelia Givin Library Summer Reading Program Sponsorship in the amount of $50 and $300 respectively; the IFES yearbooks in the amount of $400; and educational grants (Bouncy Bands, BeeBot Starter kits, canvases and light tracers for art and a cajon drum for music) in the amounts of $134.55, $675, $724.65 and $399 respectively.

**Account Balances:** As of 3/31/17, the checking account balance was $34,794.53; the

raffle account balance was $100; and the savings account balance was $10,030.64.

1. **Correspondence**

* We received a thank you letter from SPY (Summer Program for Youth) for the $50 donation from the SMPTO toward their programs.
* We received several other thank you notes. Mrs. Santana thanked the PTO for the books that she received for her classroom from the Book Fair and the snacks provided during Parent Teacher conference week. Miss Strawley also thanked the PTO for the snacks during conferences and for the classroom books purchased from the book fair. The faculty at Rice sent a thank you note for all of the snacks provided during the week of Parent Teacher conferences. We also received a thank you letter from all of the teachers at IFES for the Book Fair and related events (preview breakfast, the fair and the books).

1. **Chair/Committee Reports**
   1. **Box Tops-** The last Box Top contest of the school year is currently underway. There will be weekly announcements about the classroom standings for this contest. The contest will end on May 26th. The winning classroom will earn an ice cream party. You can send in your box tops on the designated sheets or in a bag but ***please make sure your student’s name, grade and classroom is on the bag or sheets that you turn in. Please make sure that the BoxTops are current and NOT expired.*** Thank you! Also, be sure to check out the box top website at http://www.boxtops4education.com/ Good luck and enjoy clipping box tops!!
   2. **May Fair 2017** – Everything is ready for May Fair which will be on Saturday, May 6th from 4-8 PM at YBMS.
      * We are in great need for volunteers! The events will not be able to run if we do not have enough volunteers. We do allow students to assist with certain events (that do not involve the exchange of money and are not bounce houses) so middle schoolers can be signed up ☺ .
      * The Food Chair, Amy Barnett, gave an update. They have all of the baked goods and beverage donations signed up for. She is pricing paper products for serving. Water will be donated. They will be serving walking tacos, soft pretzels (from the Pretzel Factory), baked goods, and popcorn. The pricing charts from last year are in the storage area in the Rice basement. We can get those out to check on prices.
      * The Silent Auction is almost ready. Ashleigh Garancheski (chair) reported that she has received donations from about 43 businesses so far. She will be collecting and putting together the classroom theme baskets prior to the event.
      * Great Wolf Lodge Raffle – Students/Families that purchased tickets for the raffle will have the tickets sent home with the purchaser’s ½ of the raffle ticket (the other ½ will be in the raffle box to be drawn at May Fair). We will also be holding additional ticket sales at May Fair. The drawing will be held at May Fair about 7 PM.
      * Teacher Raffle – Jen Varner reported that they have 33 teachers/staff participating in the raffle.
2. **Old Business** - Someone inquired about how the Scholastic Book Fair did at IFES in March with the two snow days and the carry over into the following week. While it was a bit of a challenge to get volunteer assistance and students were not sure which days to bring in their money to shop, teachers worked time into their schedules to get students down to shop or preview and Mrs. Reed assisted in keeping the fair open when we were unable to get any other volunteers. Thank you!! The fair made $300 in online sales. And while the numbers are not all in yet, we likely made about $800 less than last year which isn’t too bad considering the two snow days and the school delays due to weather.
3. **New Business** 
   1. **Educational/Teacher Grants** – Tara Swank, the IFES Librarian, put in a request to purchase the Young Reader Choice Award books for the IFES library this year. (This is a purchase that has been made in the past to help stock the library.) This year, the request may but up to $2000 which is more than in the past but would include selections that would benefit the 3rd graders joining IFES in the fall. The board did approve this request. Following this purchase, there will be about $2000 left in the Educational Grant Fund.
   2. **Open Board Positions for 2017-2018 -** The slate of candidates was presented at this general meeting. Melissa Barnhart will be running for Secretary; Suzanne Shriner will be running for Treasurer (an additional co-Treasurer is still being sought); Melanie Reifsteck will be running for IFES Co-VP (a two year term) and Jennifer Metz will be running for the IFES Co-VP (a one year term). (The most recent changes to the SMPTO by-laws modified the terms of “Co” positions to expire on alternate years so that there will be an individual in the position with some experience at all times. ) Elections will be held at the May 2017 general meeting.
   3. **SMPTO By-Law updates and changes –** The minor changes and revisions to the SMPTO by-laws were posted on the PTO website after the last meeting. In addition, the proposed changes were presented at the general meeting. These changes and revisions include corrections to a few typos/grammatical errors, consistently identifying SMPTO without any periods, modifying the terms of the “co” positions to have terms that end on alternating years, the addition of the co-treasurer position and correcting the change in name for IFEC to IFES. A motion to approve the revised/updated by-laws was made by Jen Varner. Suzanne Shriner seconded the motion. All individuals present at this meeting voted in favor of the motion.
   4. **Volunteers are needed**! Please help!! In addition to May Fair, we will need volunteers to assist with the Mobile Ag Van and Van Go! at IFES at the end of May and beginning of June.
   5. **IFES Friday Fun Event** – The last Friday Fun event for this school year at IFES will be on Friday, May 19th. The event will be a Groovy Movie.
   6. **Co-Treasurer** – We are still looking for another person to be co-Treasurer. The individual would work alongside the other treasurer to learn the ropes of the position and assist with treasurer duties. Eventually, this individual would take on increasing duties.
   7. **Teacher Appreciation Week** – This will be celebrated at IFES and Rice the week of May 1-4. Stacey Plante is coordinating these events.
   8. **T-Shirt design contests for Bubbling Over and Forge Ahead** – Designs have been submitted and will be selected soon. The t-shirt sizing forms need to be completed quickly to get the shirts ordered in time
4. **Announcements**

* **VOLUNTEERS ARE NEEDED!!!** We have a number of events that we will need volunteer assistance with in the coming months. Please visit the SMPTO website to access the Time to Sign Ups to see the events and activities that we need your assistance with!! Thank you!

1. **Open Floor/ Miscellaneous - None**
2. **Adjournment**

* A motion was made to adjourn the meeting at 7:50 PM. The motion was seconded and everyone was in favor of adjourning.
* Respectfully submitted for approval at the next PTO meeting byJennifer Metz, SMPTO Secretary.

**Our next PTO meeting will be held in September 2017.**

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

**www.smpto.com**