1. **Call to Order/Welcome/Introductions**The meeting started at 7:07 PM. In attendance were Bridgette Wickard (President), Janelle Cekovich (IFES Co-VP), Tori Christen (Co-Treasurer), Katherine Schwenn (Co-Treasurer), Courtney Burke (Secretary), Trisha Reed (IFES, Principal), 2 teachers, and 4 parents.
2. **Minutes**The October 2024 Meeting Minutes were reviewed and approved with a with a motion by Tori, seconded by Ariel.
3. **Principal Reports/School Board Representative**
	1. **Rice:** Parent-Teacher conferences will be held on November 18, November 20, and November 22. As a reminder, there is an early dismissal on November 22 as well. Thank you from WG Rice for the Bubblethon event, it was a fun event and the kids had a blast. As we are leading into Thanksgiving break students in each grade will be learning and celebrating. Kindergarten will be having their Thanksgiving feast, 1st grade will have a presentation from historical society, and 2nd grade will have a visit from Frank Little Bear. 1st and 2nd grade students have been invited to the Whitacker Center for the Nutcracker ballet next month.
	2. **IFES**: Parent-Teacher conferences will be held on November 19 and November 21. As a reminder, there is an early dismissal on November 22. Two of our teachers have been recognized by Shippensburg University and will be attending a luncheon tomorrow honoring them as well as other teachers throughout the region.
	3. **Federal Program Update**: None.
4. **Treasurer’s Report**
	1. Katherine provided an overview of the Treasurer’s Report. After attendee review the report was approved with a motion by Janelle, seconded by Ariel.
	2. SMPTO is still awaiting information from IFES to donate funds to be used for the playground equipment.
	3. SMPTO will be moving funds from the checking account to the savings account, bringing the savings account balance to $20K. After review, it was determined that the raffle bank account is no longer required and can be closed. SMPTO will transfer funds into checking account and close the raffle account.
5. **Correspondence –**
	1. Received a Thank you from IFES teacher Madison Phelps for PBIS prizes of Bubbler Gear.
6. **Chair/Committee Reports/Updates**
	1. Bubblethon – SMPTO Board – All Bubblethon events, including reward days, have been completed. Additionally, the classes that earned the reward to silly string a teacher reward have now all received their award. Popcorn and movie parties are coming up next week.
		1. A concern regarding the use of personal streaming accounts in the classrooms to support viewing a movie was brought to attention. SMPTO to review Swank movie license and contact Swank as needed to review license permissions and determine if an upgrade to the license is required in order to benefit from Swank streaming services.
	2. IFES Fall Fest and Spooky Party – Colby & Janelle – We had a good turn out for this event and it was a lot of fun! We also had good participation in the pumpkin decorating contest. We do have some excess in our budget for the event so we will be using it to purchase clearance marked Halloween items in preparation for next year’s party.
	3. W.G. Rice Bookfair (11/18/24-11/22/24) – will be held the evening of 11/18, 11/20 and the afternoon of 11/22. SMPTO is asking that teachers add 5-10 books to their teacher bins. When closing out the bookfair on Friday, SMPto will purchase up to 2 books per teacher if books still remain in their bins. Volunteers are still needed for the event and SMPTO will be making another Facebook post attempting to advertise volunteer positions.
	4. Hospitality Committee – On November 22 SMPTO will be providing a boxed lunch for teachers from South Side Deli. Order forms have been sent out and orders are due tomorrow (11/13). Each boxed lunch will include a sub, chips, a side and a drin will be provided. Lunches will be labeled with teacher name as well. Mrs. Reed sent reminder email to both the IFES and Rice teachers. Lunches will be dropped off and made available in the teacher lounges.
	5. Santa Firetruck Parade (12/7/24) Sheri & Emily – this event previously included a cookies and cocoa event at IFES. We have cancelled the Cookies and Cocoa portion of the event due to a large number of similar events within the area. SMPTO will now partner with the Boiling Springs Civic Association for their tree lighting event the following day.
	6. Boiling Springs Tree Lighting Event Participation (12/8/24) Sheri & Emily – SMPTO will host a craft station for children to make reindeer food. SMPTO will additionally be offering the opportunity to purchase spirit gear at 50% off during this event. The event will also offer cookie, cocoa, candy canes, crafts, Santa & more!
	7. W.G. Rice Holiday Market (12/9/24-12/12/24) Sheri & Emily – An order has been placed for items to be sold at the market. SMPTO is working on creating the flyer for the event and gift tags. All items will be for sale at $1 per item. Any excess funds donated will be used for students that may not have been given shopping money, as well as for any food donations (to be worked in coordination with Erin Rech at Rice).
7. **Old Business**
	1. Teacher Reimbursements – Window for teacher reimbursements has closed. In total SMPTO received 31 submissions from Rice teachers and 27 submissions from IFES teachers.
	2. Student Directory – SMPTO is consolidating and creating a PDF version. Directory will be sent to those that participated.
	3. Family Fun Event – (2/1/25) – Popcorn Hat Players at 6pm. Originally hoped to host in the BSHS Auditorium, unfortunately there was a scheduling conflict in prep for a band concert the following day. SMPTO may host at the IFES gym. Jeannie Predmore may be able to assist with snacks/food for the event if needed, would be healthy and local. SMPTO to contact Popcorn hat players regarding show length and availability of an intermission.
	4. Raffle Account – As discussed, this account will be closed out. Additionally, SMPTO is reviewing getting a 30 day small game of chance license or a 1 day permit ilo of the 1 year license that we currently purchase. This would save about $100 per year.
	5. SMPTO Bylaw Review (IRT Savings Account Holdings & Audits) – SMPTO will be updating the bylaws to accommodate the $20K savings, and an audit every year.
8. **New Business**
9. **Announcements/Upcoming Events**
	1. December 17th – SMPTO Meeting @ 7PM in IFES Library
	2. January 21st – SMPTO Meeting @ 7PM in IFES Library
	3. February 18th – SMPTO Meeting @ 7PM in IFES Library
10. **Open Floor/Miscellaneous**
	1. Erica Lounder has resigned from her Assistant to the Principal position due to personal reasons. Thank you to Erica Lounder for your assistance.
11. **Adjournment**The meeting concluded at 8:04 PM with a motion from Tori, seconded by Ariel.