Minutes for the SMPTO Meeting held at

IFEC Library on March 6, 2014

1. **Call to order/Welcome**

* The Meeting was called to order by the PTO President, Elizabeth Meikrantz, at 7:00 PM
* Introductions were made by the PTO Board, the Principal of IFEC and meeting attendees.
  1. Those in attendance included: Elizabeth Meikrantz (PTO President), Jennifer Varner (Treasurer), Jennifer Metz (Secretary), Kerrie Truax (IFEC Vice President), Stacey Knavel (Co-Vice President of Rice), Jes Hughes (Co-Vice President of Rice), Mr. Boley (Principal of Rice), Mr. Merlie (School Board President) and Dr. Al Moyer Superintendent). We had 12 additional faculty and family members attend the meeting. Dr. Adams (IFEC Principal) and Shawn Knavel (Rice Co-Vice President) 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**

* Elizabeth Meikrantz made a motion to approve the February 2014 minutes. The board members who were present unanimously approved the minutes from the February 2014 meeting. Copies of the meeting minutes are posted on the PTO website at http://www.smsd.us/webpages/pto/pto.cfm .

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

Prior to conducting the general PTO meeting, Dr. Moyer addressed the attendees providing information about the new plans for the IFEC building renovation. The handouts provided explained the purpose of the expansion and noted some significant highlights regarding changes to the layout and updates to be done during the renovation. Dr. Moyer noted that the first bond was issued and is expected to help the project come in under budget. Mr. Merlie and Mr. Boley also provided information to the group during this discussion.

**Mr. Boley - Rice Report**

* Mr. Boley reported that Kindergarten registration occurred this week at a church off site from the school (due to space issues at Rice). He said that he felt it went well. The atmosphere was quieter and a bit more relaxed. There were about 80-90 children who came. There will be a make up registration in April.
* During their Read Across America day, first graders met with their 6th grade pen pals to celebrate Dr. Seuss. They engaged in a variety of fun activities.
* The final Pre-K Family Fun Event is scheduled for Saturday, March 15, 2014. Dr. Moyer and a few other individuals will be there reading to the children and their families.
* PSSAs for 3rd, 4th and 5th grade will begin on Monday, March 24th. This was pushed back a week due to all of the inclement weather days this winter. Please make sure your student has a healthy breakfast prior to coming to school on those days!
* The Agricultural Van is scheduled to be at Rice the week of March 31st to April 4th. This is a PTO sponsored educational event where students get to experience science experiments. **Volunteers are needed for this event**. Please visit the PTO website to sign up for a time slot at http://www.timetosignup.com/smpto1/signupsheet/24302
* Mr. Boley has arranged for the "Reptile Man" to come to Rice in the spring. He arranges for this every few years so that the students at Rice get at least one experience seeing this assembly. This is a PTO sponsored event.

**Dr. Adams - IFEC Report**

* Dr. Adams was unable to attend this meeting. No report was given.

**School Board Representative**

* Mr. Merlie attended this meeting. Mr. Merlie noted that with the building renovations to IFEC, there will be a balance with all schools having 3 grades (Rice, IFEC, Yellow Breeches). This will provided a balance for the Principals as well and there will be more time between school transitions. He reported that the school board took feedback from parents/ families and faculty about the design of the building. They wish to make the new building "cutting edge" with advanced technology and excellent security. The school board voted 8-0 in support of the first bond for the building renovation. Mr. Merlie also noted that there will be a township meeting to discuss the expansion of Spring Meadows Park and how it may be expanded to be educational for the schools.

**Superintendent Report**

* In addition to addressing the group about the IFEC building renovation, Dr. Moyer provided the attendees additional information. He reported that they are currently under way in the search for the new IFEC Principal. They had 20 applicants and are reviewing resumes. There were some internal applicants. He hoped that the individual would be hired in time to shadow Dr. Adams before she leaves her position. He asked the group for feedback about the revised district calendar due to the high number of inclement weather days. Generally, the feedback was positive about the days being taken from spring break rather than added onto the end of the year. Dr. Moyer stated that he would like to come back to a future meeting to talk about budget strengths and issues. In addition, he said that Dr. Mancuso (Assistant Superintendent) was going to come to a future meeting to address new programs that are being implemented at all the schools. Carol Yanity shared with Dr. Moyer and the group about a training program she had attended in her position as a teacher. The training addressed issues of drug and alcohol use among middle school students and when it usually begins (which is much earlier than most people realize). She inquired about the possibility of this type of program being available to families of elementary aged students. Dr. Moyer said that he would bring this to Dr. Mancuso's attention to look into it. Elizabeth Meikrantz asked about how the changes to the new SAT standards will impact our core curriculum. Dr. Moyer will bring that issue to Dr. Mancuso's attention too. He also stated that he would like to attend a future meeting to address the ongoing renovations to IFEC and the security and changes that will need to be made related to that.

1. **Treasurer’s Report**

* Jennifer Varner provided the Treasurer's Report.
  1. The account balances are as follows - Checking account is $40,386.93; Raffle account is $1,385; Savings account is $15,030.74.
  2. Our major expenses include: $1000 for the Mobil Agricultural Van; $120 in educational grants; $380 for the Great Wolf Lodge raffle prize; $72.35 for purchases of snacks for the Groovy Movie; $59.83 for the teacher appreciation monthly gifts; $1,250.39 for school supplies for IFEC and Rice; $194 for start up cash for the Scholastic book fair and $50 start up cash for the spirit gear sale at the book fair. Total expenses were $2,882.57.
  3. We had $3,255.29 in income this month. Groovy Movie made $339. The money made at this event covers the cost of the licensing fee to show the movie and the popcorn, drinks and treats for the students. The Scholastic book fair at IFEC made $2833.29. All of that money is given directly to Scholastic. During the book fair, we sold $83 worth of spirit gear.

1. **Correspondence**

* The PTO received a thank you card from Amy Santana, Kim Draper and Kim Spisak for the PTOs support. The note said the students loved the new books.

1. **Chair/Committee Reports**
   1. **Box Tops-** Meryl O'Brien is the Chairperson for Box Tops. The current contest for Rice is a popcorn and movie party for the winning classroom. The contest for IFEC is a trip to the rock climbing wall at the high school for the winning classroom. Note that all box tops submitted for this contest also count for the yearlong contest totals. When the box tops are submitted, the redeemed money is given to the school principals to utilize (not the PTO). Make sure when you send in your Box Tops that you label the bag with your child's *name and classroom* so that s/he will be credited appropriately. You can also shop through the Box Top website and it will provide box top credits to our schools. Visit https://www.boxtops4education.com/marketplace to log in and shop!
   2. **Labels for Education** - Carol Orner is the Chairperson for the Labels for Education. We are still collecting labels. Don't forget to clip your labels and send them into school. There are collection buckets at both Rice and IFEC.
   3. **Spirit Gear** - The PTO held a spirit gear sale at the Scholastic book fair at IFEC in February. We sold $83 worth of gear. Jes Hughes has been graciously storing all fo the spirit gear in the basement of her home until now. The spirit gear is getting a new home. It will be stored in a closet in the cafeteria at IFEC. We will be having a spirit gear sale at May Fair too. In the meantime, you can check out the new designs on our website and place orders. If you have questions about items/ sizes available, you can contact Jes Hughes at hughes413@gmail.com .
   4. **Walking Club** - We are still waiting for the snow and ice to melt and the weather to warm up some more so that we can start Walking Club again. Right now we are looking at restarting it the last full week of March. Coralita Wilson, chairperson, will check with Dr. Adams about starting up that week due to PSSAs. She will check with the volunteers who were signed up in the fall to see if they want to continue. She was also asked to put together a contact list for the volunteers and a list of alternates.
   5. **Groovy Movie** - The third Groovy Movie was held in February. It was well attended again, particularly by the 4th graders. The students handled themselves much better for this event. The last one will be in April.
   6. **May Fair Silent Auction** - We have two silent auction co-chairs who have gotten underway in organizing this event (Tonya Waslewski and Kris Zwemer). The letters requesting donation items has been sent out. They have also acquired 4 one-day hopper passes to Disney World for bidding. Please remember that this auction is a fundraiser to help defray the costs of May Fair.
2. **Old Business**

* **The Scholastic Book Fair** - The book fair was held at IFEC in February. The fair made $2,883.29. This was fairly good considering it was a 4 day fair and we had a snow day one of the days. The teachers were each given $15 to purchase books/ items for their classrooms. One very popular item was a Minecraft book/ poster that sold out quickly and many students ordered. This item should be coming in soon. Thank you to Kerrie Truax for organizing the book fair.

1. **New Business**

* **Elections** for the positions of PTO President and Co-Vice Presidents of Rice Elementary will be held at our April meeting. Becky Kaczur has expressed interest in running for Rice Co-Vice President. Kim Hiles and Julie Snyder have also expressed interest in running for Rice Co-Vice President. Anyone interested in running for the President position, please let Jennifer Varner or Jennifer Metz know. Thank you to Jes Hughes and Shawn and Stacey Knavel for all of their great service in these positions.
* **Great Wolf Lodge Raffle** - We will be holding a raffle (to utilize our raffle license) for a weekend at the Great Wolf Lodge for a family of 4 (additional family members are $40 per person). There will be a letter coming home soon explaining details. The raffle will end by March 25th.

* **Teacher Appreciation Week** - Teacher Appreciation week is May 5-9 (the week after May Fair). This occurs at both Rice and IFEC to tell teachers/ faculty how much we all appreciate what they do for the students and the schools. Jen Chadwick is the chairperson for Teacher Appreciation. She stated that she would like to have a breakfast, a luncheon and 3 gifts. She expressed that she will need assistance in coordinating the events for that week.
* **May Fair** -

1. Steph Kuhn has graciously offered to organize the Talent Show for May Fair. She will need some volunteers to assist with afterschool rehearsals. Prizes for students who participate have not been determined yet.
2. Kim Hiles has agreed to coordinate the book/ DVD sale. There has been a great deal of trouble in the past with managing what to do with the unsold books. Limitations on donations may be made in order to have a volume of items to sell that will result in less leftovers.
3. We would like to offer face painting but will need many volunteers for that too.
4. The Principals are planning something fun to surprise attendees with.
5. Kerrie Truax will coordinate the baked goods/ foods.
6. We will get pizza again but in smaller quantities.
7. Volunteers will be needed for all of the events. Are there school clubs, committees and/or local service clubs that might be willing to volunteer? The interact club at the high school will be contacted.

1. **Announcements**

* There were no announcements at this meeting.

1. **Open Floor/ Miscellaneous** - Carol Yanity shared about a drug and alcohol training that she attended through her employer. She shared that 2% of all students (across all interests and academics) have engaged in drug/ alcohol use. The training clarified how early students actually begin to use, which is much earlier that most would think. She contacted the guidance counselor about offering a training for parents at Rice and IFEC. This type of event would be educational and informative to families but would likely need to be a separate event (i.e. not tacked onto May Fair or something). More follow up will occur about this.
2. **Adjournment**

* The meeting adjourned 8:45 PM.
* Respectfully submitted for approval at the next PTO meeting by

Jennifer Metz

SMPTO Secretary

**Our next PTO meeting will be held on**

**Thursday, April 3, 2014 at 7:00 PM**

**at the IFEC Library.**