

**Smith Middle School PTO Meeting Minutes**  
**9/13/21 – 6pm**  
**Large Conference Room, Smith Middle School**

**Attendance:** Sherry Gillespie, Cheri Armstrong, Ray Shamoun, Julie Gould, Jennifer Hartenburg, Chris Mueller, Trista Johnson, April Bucknell, “Ethan’s Ipad”, Michelle

**Welcome:** Meeting was called to order at 6pm by Sherry Gillespie.

**Introductions:** Each board member introduced themselves. Sherry reminded everyone that we will be seeking a new President, Vice President and Treasurer for next year.

**General Business/Administrative:**  
**PTO Meeting Minutes from 9/2/21 were approved.**

**October PTO Meeting Date is Oct. 4<sup>th</sup>:** Time for this meeting was changed from 6pm to 5pm due to some board member conflicts.

**New Business:**

**Halloween Activity:** There will not be a dance on Oct. 28<sup>th</sup>, but rather a Trunk or Treat that will be sponsored by the school and the Smith PTO. Below are the details/action items:

1. It will go from 6-7pm on Oct. 28<sup>th</sup>.
2. Participating cars will park in the back parking lot, where the trunk or treating will take place.
3. Cars can arrive at 5pm to set up/decorate. Set up will be from 5-6pm.
4. Cars bringing students to participate will park in the front parking lot.
5. A Sign Up Genius needs to be created for families to sign up to have a decorated car. This should also include the details/parameters for the event. Participating families should plan to bring 500 pieces of candy. PTO may consider providing supplemental candy. There will be a limited number of parking spots, and families should be reminded to make their themes school appropriate.

**Volunteer Update:** Sherry reported that we have several volunteers who signed up. We have volunteers for the following committees: Volunteer Coordinator, Landscaping, Spirit Wear, Teacher Grants, Teacher Appreciation, Restaurant Nights, Bake Sale, Book Sale, 8<sup>th</sup> Grade Promotion.

1. Sherry plans to make calls to these individuals to see who may want to chair these committees. Sherry, Ray, Cheri and Julie will all help chair the Teacher Appreciation Committee.
2. Ray is working on a new logo for Spirit Wear this year and is encouraged to train someone to take over for next year.
3. Trista Johnson volunteered during the meeting to help with Landscaping. She has experience from Leonard.
4. We had no one volunteer for Concessions, which may not be necessary this year.
5. There was some concern about getting volunteers for the Stop N Shop, but Julie is confident that many will sign up once they know what it is. Cheri is going to work on creating a Sign Up Genius for this. Time commitment is 11:30-1pm.

**Read-a-thon Fundraiser:** Sherry provided updates on how this is progressing:

1. Sherry will confirm that parents are required to sign up, not just a student.
2. Some 3<sup>rd</sup> hour classes are smaller, so they will be combined for the competitions.
3. Sherry entered all classes and incentives into the program.
4. We still need to set our goals and write a mission statement. Sherry is working on that and will reach out to Jen, Julie and Ray to help with proofreading, visuals, etc.
5. We need a video introduction created. Mr. Mueller agreed to work on this. He is also planning to create some Tik Tok videos again and link them into Schoology for students who don't use Tik Tok.
6. The Kick Off emails, etc. will go out the week before the fundraiser begins on Sept. 27<sup>th</sup>.
7. April Bucknell requested that students are reminded they can use audio books as part of the competition.

**Principal's Update:** Mr. Mueller provided several updates:

1. They have received many camping chairs, which are being used at lunch and by teachers with their classes.
2. Mrs. Trice will soon be opening the library in the morning before school. And, the library will soon be open at lunch too.
3. Mrs. Chatel may start doing Book Talks again on the morning announcements to get kids excited about reading.
4. Mr. Mueller will highlight where fundraising money will go in the Knightley News.
5. It has been a great start to the school year! Teachers have done an excellent job building relationships with students. The 6<sup>th</sup> graders were very prepared for the start of school, thanks to Mrs. Hartenburg and others who did a fantastic job with Adventure Island.
6. Mr. Mueller is very appreciative of the district waiving the cost of Adventure Island so that it was accessible to all students, making it a more equitable event.
7. Basketball Jones came to school for an assembly teaching kids about how it's okay to be vulnerable and working to make today a great day for others.
8. The teachers are working on connecting the character traits of respect, responsibility, compassion and perseverance in school.
9. Many clubs and sports have begun including, Girls Basketball, IM Flag Football, 7<sup>th</sup>/8<sup>th</sup> grade Football, Cross Country, Science Olympiad, and Robotics. There is a lot of interest in the Super Smash Bros. Club; Mr. Mueller may need help with this. He is planning to hold a meeting the last week of September for this.
10. Open House will be Sept. 23<sup>rd</sup> at 7pm and will be virtual. 6<sup>th</sup> grade parents will attend seven classes so they can meet both elective teachers. More information will come on this.
11. Parents are allowed to volunteer in the building in small numbers, so 1-2 parents for Stop N Shop or the Media Center is okay.

**Treasurer's Report:** Ray reported that there has been no spending since the last meeting.

**Closing:** Meeting was adjourned at 7pm.