**Jamestown Elementary School PTA**

**Meeting Minutes**

**Tues., Jan. 2, 2024**

**7:00 pm**

**Approximately 27 participants**

1. **Welcome & Administrative Matters** (NTE 10 minutes) – Erin Baynham
   1. Introductions
   2. *Action Item* -- Approval of agenda- APPROVED
   3. *Action Item* -- Approval of November 2023 meeting minutes- APPROVED

1. **Principal’s Report** (10-15 minutes) – Michelle McCarthy

a) There are new more secure doors into Jamestown. You now sign in and enter the school through the office.

b) Thank you for all of the support for the staff and our community during December. Thanks especially to Lindsay Ross, Molly Wolff and the community service/ outreach committee and Juliette Scranton, Cameron Peden and the hospitality committee for

coordinating such generous events.

c) The 4 & 5th grade band, orchestra, and chorus concert took place right before winter break

d) The December school-wide assembly featured human beat boxer Christylz Bacon.

e) Some students have been selected to have a mentor. Letters have gone out to those parents who’s students have been selected and mentors should be checking in the next week or two.

f) Those 4th and 5th grade students who have been selected for All-In Tutoring will receive a letter with details in the next few weeks.

###### Tutoring will be provided both in person and virtual. If your child is selected for in-person tutoring, it will be with a Jamestown teacher.

###### Parents are able to opt out of this program if they do not want their child to participate.

g) Note from the Jamestown nurse: Respiratory illnesses are on the rise after the holiday break. If your child tests positive for COVID they should stay home for 5 days and then can come to school masked until day 10.

###### Students do not need a negative test to return to school.

###### If a family member tests positive but the student is negative, they do not need to stay home.

h) Mid-year assessments will begin in the next couple of weeks.

i) Important upcoming events:

###### Books Before Bedtime will take place on Jan. 9th and Feb. 13th.

###### 4th grade will begin their swimming unit at the Yorktown pool Jan. 17th.

###### Chorus practice starts back Jan. 24th

j) Work has begun on the Eagle Scout project presented at the last meeting.

1. **Volunteers’ & Officers’ Reports** (NTE 45 minutes)
   1. Internal Relations – Maura Woosley
      * Registration is closed for Junior Great Books. Program begins Jan 17th
      * Enrichment program had a successful first run in the fall with our new vendor, Little Scholars. We will be using them again for winter programs. Registration for winter enrichment runs from Jan 4-12th.
      * Registration will begin soon for the School Play. Jessica Tierney is coordinating the program and will be working with Encore to produce the play. This year’s play will be called “33 Little Pigs”. Rehearsals start in a couple weeks and information will be sent out school-wide soon.
   2. Community Relations – Jen Lee
      * Ice Skating Night will take place Jan. 26th at Medstar Capitals Iceplex and costs $10 per skater. More information in the pta newsletter including sign-up link. Students, parents and siblings are all welcome to attend.
      * A volunteer event benefiting Doorways will be happening soon. More information coming soon.
      * Bowling night in November was a big success. Thanks to Liz Milans and the social committee for their hard work.
   3. Communications – Cara Richardson
      * Directory- Jamestown directory is up and running and live. Please download the app here: https://jamestownpta.membershiptoolkit.com.
      * Poetry Journal will kick off in February. The Student Council is picking the theme this year and the art contest will be announced once it is chosen. Jeff Lee is coordinating with Ms. Kauffunger and the help of room parents.
      * Everything is on track for the Yearbook. Order information will be out soon.
   4. Fundraising – Amy Schachner
      * Year End Fundraiser Recap – Big thanks to Dina Zhou for organizing the restaurant fundraisers this month at Badd Pizza and Old Dominion Pizza ($245)
      * VCO fundraiser made $2,000 with 4 individuals signing up for orthodontics. VCO may offer this again in the spring.
      * Other fundraising events include White House Ornaments ($700) and Shopping Night at Child’s Play Toys.
      * Winter Auction will take place on Feb. 24th at Washington Golf. Tickets are on sale now, $115 per ticket. Prices go up Feb 15th and again the night of the event so order now!
        + There have been more than 50 items donated so far as well as several corporate donors.
        + Eight parents have already volunteered to be “parent patrons” and more are welcome.
        + We are still looking for more donations and volunteers.
        + Sign-ups will go out soon for volunteers to set up the event and other day of event tasks.
        + Still need a dessert sponsor and event photographer.
        + Thanks to Katie Matheson for the baskets, Margaret Taubin for Parent Parties for coordinating classroom baskets and teacher adventures.

* 1. Treasurer – Liz McKnight
     + New memberships have gone down since reaching our goal of 50% in the fall but you can still join if you haven’t already.
     + November and December Financial Statement: Beginning Balance: $112,493.77 Ending Balance: $95,563.48
     + November-
       - **Expenses:** approximately $25K for Teacher and Librarian Support, 4th grade field trip, Principal’s discretionary fund, hospitality committee for teacher events, ice cream social, parent socials, and the mural (major campus improvement)
       - **Income:** Approx. Harris Teeter ($3500), Mabels Labels, Restaurant Fundraisers, School Supplies ($600)
     + December
       - **Expenses:** Teacher support (Holiday parties and gifts), Ms. Sharwarko professional development and support, and support for the math coach
       - **Income:** $7000 from the winter fundraiser combination of ticket sales and corporate sponsorships.
     + Please reach out if you have any reimbursements pending.
  2. President – Erin Baynham
     + Next PTA Meeting – Feb. 6 (virtual)

1. **Other Business** – no other business
2. **Adjourned 7:40 pm**