

# Jamestown Elementary School PTA

## Meeting Minutes

Tues., May 2, 2023

7:00 pm (in person - JES library)

- 1) **Welcome & Administrative Matters** (NTE 10 minutes) – Erin Baynham
  - a) Introductions
  - b) *Action Item* -- Approval of agenda - APPROVED
  - c) *Action Item* -- Approval of April 2023 meeting minutes - APPROVED
    - 21 people in attendance
    - Thank you to Ms. Thill and Mr. DJ for providing childcare
  
- 2) **Principal's Report** (10-15 minutes) – Michelle McCarthy
  - a) Book Fair - Thank you to Stephanie Carpenter and Mindy Woolfley. The book fair was a huge success!
  - b) Spring Fair - Thank you to Hillary Offutt, Amy Rzepka and all the volunteers for organizing the fair. It was so great to see everyone!
  - c) Report Cards - posted to ParentVue on Friday, 4/28
  - d) Humanities Assembly will be sponsored by APS
  - e) The Math Magician will be performing in June for all students
  - f) Field Day - scheduled for 6/7, rain date 6/9
  - g) Today was the 5th grade panoramic picture!
  - h) Dibels, Pals and SOLs taking place in May
  - i) Please remember to register for rising-K students! Registering early helps determine the number of classes and helps with teacher staffing
  - j) Thank you to Emilie Rekstad and Jason Cosola for finding a solution for the audio system! Jason spent many hours fixing the system and the feedback issues were resolved. The system is good - there were wire issues and an amp blew. New wires have been ordered and will be installed in time for the Kindergarten performance in mid May.
    - Recommendation is to consult Jason for suggestions about the wireless mics for next school year.
  
- 3) **Volunteers' & Officers' Reports** (NTE 45 minutes)
  - a) Internal Relations – Maura Woosley
    - Teacher Appreciation Week - week of May 8th (please refer to individual classroom emails sent by your room parents for additional details)
      - Sunday - Chalk the Walk
      - Monday - Classroom teacher gift day; bagel breakfast
      - Tuesday - Flower Day
      - Wednesday - Thank you day; District Taco lunch
      - Thursday - Buddy Teacher Day (specials etc.)
      - Friday - All staff gifts provided by PTA; granola, yogurt, muffin breakfast
      - Huge thanks to Ingrid Gust, Cameron Peden and Juliette Scranton for organizing

- 5<sup>th</sup> Grade Promotion Planning
  - 6/13 - Kona Ice Truck will be at JES at 2pm (and will be available after school ends as well)
  - 6/14 - After school celebration
  - 6/16 - Clap out (last day of school)
- School supply form for next school year will be distributed soon (form will also be provided to rising K playgroup and JES Moms Email Listserv)
- Allergy awareness week is the week of May 15th
  - Bulletin board will be updated with information
  - Spirit Day: Wear Teal (5/19)

b) Communications – Cara Richardson

- Poetry Journal
  - Susan Kozel has compiled the poetry journal but needs help with editing - Jeff Lee will volunteer
  - Looking for a poetry journal lead for next school year
- Yearbook
  - Yearbook was submitted for printing on 5/1!
  - Books are expected on or before 6/2
  - 425 books were ordered

c) Fundraising – Margaret Taubin

- Lebanese Taverna Fundraiser Recap - raised approximately \$300
- Book Fair Recap - increase in sales compared to last year and raised ~\$4,100
- Spring Fair Recap - approximately \$16,000 in ticket sales and concessions - currently showing ~\$6,000 in pta proceeds but likely to decrease as expenses continue to be submitted
  - Requests for next year: looking for ticket sales coordinator and communications volunteers, 2 new cotton candy machines (can consider renting for the day), pretzel warmer

d) Treasurer – Angela Cocker

- April Financial Statement - Beginning: \$128,453.96; End: \$128,573.48
  - Net income of \$119.52 for the month, Year To Date is ~\$60k
  - Income from Harris Teeter grocery program, food fundraiser
  - Expenses for science, music, school play, and general maintenance
- A letter will be sent to all staff reminding them that there are funds left to be allocated to teachers before the school year ends
- Please submit all expenses by the last day of school so the books and records can be closed in a timely manner. Fiscal year end is June 30th
- Financial Votes
  - Vote: Math Magician assembly - \$995: APPROVED
  - Vote: Gifts for Teacher Appreciation Day (Friday) - \$1700 (~100 staff members): APPROVED

- e) Community Relations – Trish Madden
- Comfort Cases Supply Drive Recap - thanks for donations!
  - End of Year Social - was considering a Glow Party, but will likely do next school year since there are so many end of school activities

- f) Nominating Committee – Trish Madden
- Officer Nominations for 2023-2024 PTA Executive Board
    - VP Community Relations - Jennifer Lee
    - VP Fundraising - Amy Schachner
    - Treasurer - Liz McKnight
    - Recording Secretary - Liz Dannes
  - 2 year term starting July 1st
  - Elections will take place at June 6th meeting

- g) President – Erin Baynham
- Next (last) PTA Meeting – June 6 (virtual)
  - Please provide feedback to APS on the draft school year calendar policy by 5/19. This can be found here - <https://www.apsva.us/engage/policies-for-revision-amendment/>
  - We are still looking for a few PTA volunteers - please reach out if you're interested. Some open positions are:
    - After School Activities chair
    - Auction chair
    - Poetry journal lead

4) **Q & A with Jamestown's APS School Board Member Liaison - Mary Kadera**

- a) Mary is serving her 2nd year of a 4 year term
- b) Mary highlighted the following items:
- Please provide feedback on draft school year calendar policy
  - Next year's budget will be voted on 5/11. Budget proposal is for \$803m with a focus on providing additional support for mental health for middle/high school, investment in math intervention for elementary schools, keeping compensation competitive for staff, etc.
  - Facilities improvements: Each school will be surveyed over the summer. A readout will be available in September with capital improvements beginning in 2024. Renovations will need to be prioritized.
  - Analysis shows that 2024/2025 school year will have peak enrollment (redistricting is focused more on middle schools/high schools and not elementary schools)

5) **Adjourn (8:35 pm)**