

# Jamestown Elementary School PTA

Meeting Minutes  
Mon., June 13, 2022  
7:00 pm  
30 attended virtually

- 1) **Welcome & Administrative Matters** – Shelly Heinrich
  - The PTA board introduced themselves.
  - The agenda was approved.
  - The meeting minutes were approved.
  
- 2) **Principal's Report** – Michelle McCarthy
  - Thanked the entire group for a successful year. Commended the “ return to normal” with Bingo, Spring Fair, Morning Meetings, Book Before Bedtime, and more.
  - In an abundance of caution, reminding visitors to sign in at the front desk, and not open locked doors for anyone. Please bring IDs to the 5<sup>th</sup> grade promotion tomorrow to sign in.
  - Staff not returning next year: Brittnay Portugal, Brian Bersh, Angela Foreman, Heather DeBruler, Christina Denzer, Mandy Downs, Carmen Fallone and Kaitlyn Mackrell
  - Jamestown will be hosting summer school, so the office will be open every day. Remind anyone you know to register for Kindergarten, or any grade!
  - iPads will be collected for the summer.
  - Class assignments for next year will be mailed in August. There is typically a meet-the-teacher day the Friday before school begins.
  
- 3) **Volunteers' & Officers' Reports**
  - Internal Relations – Carrie Gray
    - 5<sup>th</sup> Grade Promotion is tomorrow, Tuesday, June 14
    - Please order your school supplies for next year now.
    - Still in need of an extended day liaison for next year!
  
  - Community Relations – Trish Madden
    - No report
  
  - Communications – Erin Baynham
    - Poetry Journals were distributed last week. Thank you, Kathy Davis!
    - Yearbook Distribution & [Waitlist](#): 5<sup>th</sup> graders received yearbooks today. All other grades will receive tomorrow.
    - Audra Phalen will be the newsletter volunteer next year. Thank you!
  
  - Fundraising – Liz Cummings
    - Spring Fair Recap – huge success! Everyone had a blast, lots of great teenage volunteers, more money made than expected. Thank you to everyone involved!
    - Greater Giving Campaign Recap: it was decided to run this campaign in order to set up the board and committees for success next year. Without the auction this

year, we wanted to make sure there were funds available for down payments and to get the year started. Thank you to everyone who contributed and bought raffle tickets. We raised over \$9,000.

- Still looking for some help with the auction next year. The team leaders are in place, but they need help. Winter Auction Co-Chairs - Caroline Dana and Katie Matheson, Winter Auction Party Planning Coordinator - Danielle Pfifferling, Winter Auction Online Coordinator - Amanda Isaacs. If you want to help in any way, let them know.
  
- Treasurer – Angela Cocker
  - Ending balance for May: \$65,665.06
  - Most money came from Book Fair, Spring Fair, Greater Giving Campaign.
  - Expenditures included: Junior Great Books, Teacher Appreciation Week, Library Supplies, 5<sup>th</sup> Grade Promotion, and 3<sup>rd</sup> Grade classroom supplies.
  - Already have reimbursed a good amount in June (5<sup>th</sup> Grade Promotion, final swing payment, science, PE, library and other classroom supplies, and many more) but are in great shape thanks to Spring Fair and Greater Giving.
  - Please submit all receipts by June 17<sup>th</sup>!!
  
- President – Shelly Heinrich
  - This is Shelly’s last meeting as president. She talked about the changes of the past two years, and how the current board and administration had to rethink everything. The budget had to be rethought and streamlined; without an auction, new means of fundraising were thought up (restaurant nights, grocery cards, no frills fundraisers); many town halls were held with Mrs. McCarthy and Dr. Roche to give open and timely information to the community; moving PTA meetings to Zoom has dramatically increased attendance, and works well to continue; a yearbook was put together with no in-person photos of students; swings installed; huge successes with Bingo Night and Spring Fair after not holding them for two years; open and clear budget reporting without as much revenue and not knowing what events would be held. Thank you to everyone.
  - Elections for the 2022-2023 PTA Executive Board. The full board slate was approved:
    - *President - Erin Baynham*
    - *VP Internal Relations - Maura Woosley*
    - *VP Community Relations - Trish Madden*
    - *VP Communications - Cara Richardson*
    - *VP Fundraising - Margaret Taubin*
    - *Recording Secretary - Jennifer Lee*

#### 4) **Other Business**

- Erin Baynham thanked everyone for volunteering

#### 5) **The meeting adjourned at 7:54**