

Jamestown Elementary School PTA

Meeting Minutes
Tues., September 21, 2021
7:00 pm
46 Attended Virtually

- 1) **Welcome & Administrative Matters** – Shelly Heinrich
 - a) Board and staff on the call were introduced
 - b) The agenda was approved
 - c) The June 2021 meeting minutes were approved

- 2) **Guest Speaker Presentation: Equity** – Debra Gaeta, School Counselor
 - a) Dr. Gaeta and Ms. Bisbee presented on the equity initiative students will be introduced to this year. School counselors will meet with students in their classrooms once a week, with different monthly themes. The presentation will be condensed and sent out in the Principal's message this week.
 - b) Watched a video PreK-2nd grade will watch.
 - c) Also continuing No Place for Hate initiative this year.

- 3) **Principal's Report** – Michelle McCarthy
 - a) Students have been given beginning-of-year assessments to give teachers an idea of where students are at the beginning of this year.
 - b) Have been doing safety drills this month, including fire, lockdown, and bus evacuation.
 - c) Lunch: every grade level eats separately. Only a few grade levels on a few days have had to eat inside so far, because of weather. We are using the courtyard and bus loop, with additional picnic tables. Many, many thanks to the custodians for their work, and especially Jose for his daily set up and break down of the lunch tables.
 - d) Please let your students know what is on the daily menu. Teachers count how many students are buying lunch in the morning, so if too many children decide when they see the lunch option (instead of the morning), the cafeteria runs out.
 - e) Covid: The first week, 70 students opted-in to free, in-school testing. This week, there were over 100. [Sign up at any time](#), by Friday for the following week. If you are waiting on test results because of close contact, keep them home. [The school is taking steps to limit the number of students](#) who would be considered a close contact, if someone in their classroom is positive.
 - For in-home instruction if your student is quarantining, there are APS-provided choice boards. Also work with your teacher for work to do at home.
 - There is no room for social distancing on the buses.
 - f) Halloween: Currently planning the Halloween parade outside, and parties in the classroom with no food. If teachers want help with those, volunteers are limited to two per classroom and they must have an approved volunteer form submitted through APS.
 - g) Pledge of Allegiance: there was an oversight by some classrooms strapped for timing getting to specials, but the teachers have assured that the Pledge of Allegiance is being said.
 - h) Extended day snack: Issues are being worked out so that there is comfortable space and time for students to have snacks.

- i) Air ventilation: information is coming in this week's Principal's Message about the two air ventilators in each classroom, which recirculate the air several times an hour.

4) **Volunteers' & Officers' Reports**

a) Internal Relations – Carrie Gray

- **School Supplies** – Big thanks to Erin Langley for coordinating our school supply orders and delivery for her third year! Other schools experienced delays or full cancelations, so we were extremely lucky under Erin's leadership! She is ready to train a new volunteer for this role next year – the time commitment is not intense, and is focused on Winter for entering a contract with the supplier, working in spring on publicizing orders, and working with the front office the week before school starts to deliver supplies to classrooms.
- **Science Olympiad** – for students in 3rd thru 5th grade. A huge thanks to Stephen Donachie and Stephanie Carpenter for organizing 20 student participants and 12 parent mentors as students are studying various categories of science (from orienteering to straw egg drop; the study of raptors to codebusting). We compete at the end of October against other schools across Northern Virginia. And thanks to the PTA for paying for our team's registration and supplies!
- **Room Parents** – We are working with Michelle and Monica to review permissible procedures for class celebrations and teachers will be in touch with parents soon to appoint room parents.
- **Outdoor Space/Playground** – Big thanks to Danielle and David Pfifferling who coordinated a last-minute replacement of sand for our sandbox on the playground, and who are working to get updated estimates for new playground equipment where the swings used to be located.
- **Reflections Art Contest** – You will see a flyer in PeachJar and our newsletter about this year's contest sponsored by the National PTA in which children create various forms of artwork inspired by this year's theme of "I will change the world by..." Contest ends 10/26. Thanks to Judy Hill for running the event for Jamestown this year.
- **School Play** – We are hoping to offer 4th and 5th graders the opportunity to participate in a school play/story writing workshop January - March. Our professional play director, Chris Wilson, is willing to work with our PTA again, but we are in need of a volunteer play producer parent or parents from 4th or 5th grade to assist Chris. Contact Carrie with questions or interest.

b) External Relations – Trish Madden

- Ice Cream Social is this Friday from 5:30-6:30. Ice cream will be scooped by vaccinated and masked volunteers. Toppings will be individually packaged. The school building will not be open during the social for any reason.
- Movie night is still TBD. Trying to coordinate it at Madison Community Center.
- Parent Socials (7 – 9 pm on dates below):
 - Kindergarten – 10/6 @ Audacious Aleworks (110 E. Fairfax St, Falls Church)
 - 1st Grade – 9/29 @ Clare and Don's (130 N Washington St, Falls Church)
 - 2nd Grade – 10/5 @ Papatella (5104 Wilson Blvd.)
 - 3rd Grade – 10/19 @ SER (1110 N. Glebe Rd.)
 - 4th Grade – 9/22 @ Audacious Aleworks
 - 5th Grade – 9/30 @ Audacious Aleworks

c) Communications – Erin Baynham

- Please sign up for the PTA newsletter. You need to opt-in to the newsletter, even if you have joined the PTA.
- Send Erin any content for the e-newsletter by Wednesday of each week.
- Alison Cassels leads the school directory. Information is pulled by the annual verification process on Parent Vue. Please update and opt-in to the directory.
- Yearbook: Please submit your photos for consideration to yearbook-editor@jamestownpta.org or upload them to <https://spaces.hightail.com/uplink/jamestownpta>

d) Fundraising – Liz Cummings

- Restaurant Fundraiser next week through [Pie-Tanza](#) on Monday the 27th. Order early! A portion of proceeds go directly to Jamestown. Last year, Jamestown had Pie-Tanza's largest producing revenue night for a fundraiser.
- [Merchandise Sale](#) currently running through 10/1. The flash sale at the Open House was successful. Sales so far online have been great. This is the only time a merchandise sale is planned this year.
- Link your Harris Teeter grocery card to the school. For linking your Harris Teeter VIC card, email grocery-cards@jamestownpta.org with your last name and the phone number associated with your account and Emily will do the linking for you! It needs to be re-linked every year!
- Mabel's Labels is also a revenue generator for the PTA.
- Smile.Amazon.com will also send proceeds to the PTA. Link to Jamestown.
- School pictures are October 19, retake day November 30

e) Treasurer – Angela Cocker

- Current balance: \$84,996
- PTA Budget: presented for vote. Took a lot of consideration into how Covid will change this year, for both spending and revenue. The budget as presented shows a loss, but we have cash reserves to cover those losses this year. To vote, go to this [link](#).

f) President – Shelly Heinrich

- Provided an overview of APS updates over the past month.
- PTA bylaws need to be reviewed and updated. Open to volunteers to help!
- Volunteer in any way, and get involved!

5) **Other Business** – if needed

6) **Adjourned at 8:33 pm**