

# **Jamestown Elementary School PTA**

## **Final Draft Meeting Agenda Tuesday, May 3, 2016 7:30 – 9:00 p.m.**

- 1) **Welcome & Administrative Matters** (NTE 10 minutes)–Tom Jensen
  - a) Introductions
  - b) Action Item -- Approval of agenda
  - c) Action Item -- Approval of April 5, 2016 meeting minutes
  
- 2) **Principal's Report** (15-20 minutes)– Kenwyn Schaffner
  - a) Staffing update
  - b) Campus planning initiative update – Deb Grorud & Rebecca Ward
  - c) Other matters, if necessary
  
- 3) **Volunteers' & Officers' Reports** (NTE 30 minutes)
  - a) VP Internal Relations – Jennifer Leonard
    - Action Item -- Nominating committee report and recommendations
    - Action Item -- Proposed change in room parent classroom budgets - Tina Papamichael
    - Volunteer recognition options
    - Success night innovations (June 22<sup>nd</sup>)
  
  - b) VP Community Relations – Maurine Fanguy
    - Movie night venue and volunteer needs
    - Alex's lemonade stand volunteer needs
    - CIP update
    - Year-end community survey proposal
  
  - c) VP Communications – Sara Batla
  
  - d) VP Fundraising Report – Grace Shea
    - Spring Fair report – Alison Cassels
  
  - e) Treasurer's Report – Rod Pick
  
  - f) President's Report – Tom Jensen
    - Action Item -- Potential budget amendments
    - Action Item -- By-laws renewal/revision process
    - Action Item -- Potential special meeting
  
- 4) **Other Business** – if needed
  
- 5) **Adjourn** (9:00 p.m. or earlier)