

Jamestown Elementary School PTA

Draft Meeting Agenda Tuesday, October 6, 2015 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 June 2 and September 8 meeting minutes

- 2) **Principal's Report** (15-20 minutes)– Kenwyn Schaffner
 - a) New school year update
 - b) ASPAN introduction; collaboration on walk for homeless
 - c) Other business, as needed.

- 3) **Volunteers' & Officers' Reports** (NTE 30 minutes)
 - a) VP Communications – Sara Batla
 - Newsletter and website operations
 - Committee team leadership and needs

 - b) VP Internal Relations – Jennifer Leonard
 - Committee team leadership and needs
 - 5K fun-run proposal
 - Implementation of special events, speakers approved via budget amendments last year

 - c) VP Community Relations – Maurine Fanguy
 - Committee team leadership and needs
 - Report on Ice Cream Social and Movie Night
 - Reflections Update

 - d) VP Fundraising Report – Grace Shea
 - Committee team leadership and needs
 - Auction and Spring Fair dates

 - e) Treasurer Report – Rod Pick

 - f) President's Report – Tom Jensen
 - Potential long-range fundraising initiative
 - Update on capacity-related matters
 - (1) Interim capacity measures at Williamsburg
 - (2) Stratford and Wilson
 - (3) Facilities Advisory Committee activities

- 4) **Other Business** – if needed

- 5) **Adjourn** (9:00 p.m. or earlier)