

Jamestown Elementary School PTA

Final Draft Meeting Agenda

Tuesday, September 6, 2016

Jamestown Library -- 7:30–9:30 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 7, 2016 meeting minutes
 - d) Update – VA PTA approval of revised JES PTA By-Laws

- 2) **Principal's Report** (20-30 minutes)– Kenwyn Schaffner
 - a) 2016-17 JES enrollment, personnel & class structure
 - b) JES performance on SOLs
 - c) Back-to-School Night
 - d) APS presentation on lead-related drinking water safety measures
– John Chadwick or James Meikle
 - e) Other items, as needed

- 3) **Volunteers' & Officers' Reports** (NTE 30 minutes)
 - a) **VP Community Relations** – Maurine Fanguy
 - i) APS capacity/facility update
 - ii) Committee team leadership and needs

 - b) **VP Internal Relations** – Jennifer Leonard
 - i) Committee team leadership and needs (i.e., drop-off safety)
 - ii) Back-to-School Night activities
 - iii) Outdoor Learning Committee Update – Deb Grorud, Rebecca Ward
 - iv) SEPTA activities (Alison Cassels, Janna Dressel & Minerva Trudo)
 - v) Original Works Program (Janna Dressel & KC Nguyen)

 - c) **VP Communications** – Sara Batla
 - i) Newsletter and website operations
 - ii) Committee team leadership and need

d) **VP Fundraising** – Grace Shea (*In absentia*)

i) Committee team leadership and needs

ii) Auction and Spring Fair dates

e) **Treasurer's Report** – Rod Pick

f) **President's Report** – Tom Jensen

i) *Action item* – Proposal to hold one or more morning meetings

ii) *Action item* – Proposal to establish By-Law review committee

4) **Other Business** – if needed

5) **Adjourn** (9:30 p.m. or earlier)