

May 2018 Jamestown ("JES") PTA Meeting Minutes – DRAFT

May 1, 2018 7:37 PM (17 people present)

- Everyone introduced themselves
- The agenda was approved
- The Minutes for April were approved

Principal's Report: Kenwyn Schaffner, Allergy Awareness Program

- Kenwyn Schaffner reported on JES's Allergy Awareness Program.
- Kenwyn Schaffner reported that the Allergy Awareness Committee is a branch of the Wellness Committee. The Committee's goals are to broaden the awareness of students about food allergies, which can be life threatening.
- Kenwyn Schaffner introduced several members of the Allergy Awareness Committee. The Allergy Awareness Committee reported that JES will sponsor an Allergy Awareness Week May 13 – 19th.
- The Allergy Awareness Committee reported that Wednesday, May 16th is Wear Teal to School Day, in support of food allergy awareness.
- The Allergy Awareness Committee reported that there will be a mini event in the JES library, during the month of May, where books about food allergies will be on display.
- The Allergy Awareness Committee reported that JES students will receive a Be a Pal "contract" to sign and return to their teachers. The contracts focus on how to be a good friend and protect your friends who have food allergies. For example, promising to wash your hands after you eat, and getting immediate help if a friend has an allergic reaction. The class with the most contracts gets additional recess during SOL week.

Principal's Report: Kenwyn Schaffner, JES Safety Plan

- Kenwyn Schaffner reported on the JES Safety Plan.
- Kenwyn Schaffner reported that JES utilizes an Emergency Plans and Reference Kit.
- Kenwyn Schaffner reported that if there was an emergency, the school would do the following:
 1. Secure the Building
 2. Lockdown, and
 3. Shelter in Place
- Kenwyn Schaffner reported that the students are used to having drills and are not afraid during them.
- Kenwyn Schaffner reported that after each drill, JES teachers and staff discuss what went well, or if anything went wrong.

Principal's Report: Kenwyn Schaffner, Other

- Kenwyn Schaffner reported that a new teacher has been hired for the 5th grade for next school year.
- Kenwyn Schaffner reported that Randolph Elementary School students wrote letters to JES thanking the school for sponsoring some of their students for summer school.

Fundraising: Grace Shea

- Grace Shea asked that Jason Marino report on the Spring Fair.
- Jason Marino reported that the Spring Fair netted approximately \$13,600, well above what was budgeted, which was \$9,450.
- Grace Shea asked that Carrie Gray give an overview of the Spring Fair.
- Carrie Gray reported that the Spring Fair went well and was well attended.
- Grace Shea reported that Stacey O'Neill is taking over for her next year as the VP of Fundraising.

Internal Relations: Shannon Haynes

- Shannon Haynes introduced Kerry Meeker, Room Parent Coordinator.
- Kerry Meeker gave an overview of Teacher Appreciation Week, which is scheduled for May 7th – 11th.
- Shannon Haynes asked Jason Marino to give an overview of the black top project.
- Jason Marino reported that JES should be getting the elementary sized basketball hoops and benches soon and that the black top will be sealed soon.
- Jason Marino reported that Kathleen Freeman has asked for outdoor seating for approximately 20 – 25 students.
- Jason Marino reported that he and Bethany Matz are meeting with the contractor to discuss additional outdoor learning and play areas.
- Shannon Haynes reported on the 5K Fun Run scheduled for Saturday, May 5th.
- Shannon Haynes reported that there are close to 200 children and adults signed up for the 5K Fun Run. Bibs can be picked up Thursday, May 3rd. There will be a DJ. In addition, people can register to run the morning of the race.
- Shannon Haynes reported that next year, there may be an additional shorter Fun Run for younger children/siblings.
- Shannon Haynes reported on the Principal search.
- Shannon Haynes reported that APS is currently conducting their 1st round of interviews. On May 8th, the second round of interviews will be conducted. In addition, the 3rd round of interviews will be conducted by the superintendent shortly thereafter. The principal position is open to anyone qualified.

- Shannon Haynes reported on the findings of the Program Evaluation Working Group.
- Shannon Haynes reported that she and Kenwyn Schaffner sat down and went over the survey findings.
- Shannon Haynes reported that the some of the survey findings included, but is not limited to, beefing up classroom libraries, adding additional classroom furniture, live streaming of PTA meetings, earlier start times or early morning PTA meetings, childcare at PTA meetings, parent workshops (like Celebrate Calm), school driven workshops (like the math workshop), community service opportunities for families, more social activities by grade, more movie nights, additional student enrichment programs and new programs, such as 5th grade digital newsletter or a science Olympiad program.
- Shannon Haynes reported on the Proposed Officers for next year.
- Tom Jensen asked for a Motion to Approve the Officers. Motion was approved and seconded.

VP Community Relations: Maurine Fanguy

- Maurine Fanguy reported on JES Movie Night. Maurine Fanguy reported that it does not get dark until late in June. Maureen reported that a double feature might be fun. The younger children could watch a younger movie in the gym and the older children could watch a different movie later in the evening outside when it gets darker out.
- Maurine Fanguy reported on Elementary School Zoning.
- Maurine Fanguy reported that no schools are off of the table for potential option schools.
- Maurine Fanguy reported that there will be a Community meeting on May 9th to discuss Elementary School Zoning.
- Maurine Fanguy reported that final recommendations will be made in the Fall.

VP Communications: Sara Batla

- Sara Batla reported on the Yearbooks.
- Sara Batla reported that Yearbooks went to press and will be delivered to JES the first week of June.
- Sara Batla reported that the Yearbooks will be distributed at the end of the year, but before the 5th grade Yearbook signing party.
- Sara Batla reported on the Poetry Journal.
- Sara Batla reported that the Poetry Journal had its final edits from Nancy Kauffinger.
- Sara Batla reported that the Poetry Journal will be finalized and delivered to the printer this week.

Treasurer's Report: Jason Marino

- Jason Marino reported that the JES PTA financial highlights were reviewed for April as follows:
 - Total bank balance at the beginning of April was \$165,439.
 - Total bank balance at the end of April was \$179,855.
- Jason Marino reported that the increase is mostly due to the Spring Fair.
- Jason Marino reported that JES is about to spend \$9,000 on the black top project.
- Jason Marino reported that JoAnne Del Toro is about to update the budget on the JES website.

President's Report: Tom Jensen

- Tom Jensen reported that there was overwhelming support for the supplemental budget.
- Tom Jensen reported that JES has been asked to support Glebe School's Odyssey of the Mind. They are going to Worlds and need some additional funding.
- Tom Jensen reported that JES will give Glebe \$1,000 to support them.
- Tom Jensen reported that a JES parent has volunteered to work on JES signage.

Motion to Adjourn, Seconded, Adjourned at 9:03 PM

Prepared by: Karen Duhamel, Recording Secretary