

# Jamestown Elementary School PTA – Meeting Minutes

## DRAFT

Thurs., Sept. 24, 2020  
7:00 pm  
Virtually - 34 in attendance

- 1) **Welcome & Administrative Matters** – Shelly Heinrich
  - a) The board introduced themselves
  - b) Agenda was approved
  - c) Minutes from June 2, 2020, meeting were approved
  
- 2) **Principal's Report** -- Michelle McCarthy reported on
  - Thanked everyone for their support at the start of this new school year.
  - Some grade levels are sending home books, students are learning on new iPads, and beginning to engage in small groups.
  - K-2 will use PALS for reading assessments in October. It will be done virtually, one-on-one, and take about 45 minutes. Students in grades 3-5 will use Dibbles for reading assessments.
  - No update on testing for gifted students.
  - APS ordered supply kits with manipulatives for all students. More information to come on distribution.
  - Outdoor education space continues to be expanded. Thank you to Kathleen Freeman and Wheelers landscaping for their work on this.
  - APS hoping to start Phase 1 of students in person in mid- to end- October. There is a school board meeting tonight.
  - Eagle Scout project approved in May can not go forward, per APS. The Eagle Scout has created another project of a book drop box instead and is working with Mrs. Blaine.
  - Ms. Blaine reported on a new option for checking out library books. Students are being instructed this week on how to put holds on books, or request an interest form. There are still 600 library books not returned from last year. Notices will be sent by email to students that have outstanding books. **But**, this is just a reminder. There will be no fines or penalties for lost books.
  
- 3) **Internal Relations Report** – Carrie Gray
  - Stephanie Carpenter volunteered to be Room Parent coordinator. She will coordinate with External Relations to merge room parents and social events, socially.
  - Also thank you to Beth Friend, who has volunteered to be outdoor education

liaison.

- We are not permitted to plan events on school ground yet. Thank you for your patience!
- Allison Cassels, Special Education PTA (SEPTA) liaison, reported that Principal McCarthy and Carmon Fallon were nominated for Excellence in Special Education honors, which will be awarded at the SEPTA awards ceremony in October.
- Peachtree announcements that come through email are the primary way to learn about internal events.

b) External Relations Report – Trish Madden

- Membership Update: PTA goal is to have 50% of families registered for PTA. Email [membership@jamestownpta.org](mailto:membership@jamestownpta.org) if you need to know if you paid for membership yet. Go to [jamestownpta.org](http://jamestownpta.org) to join.
- Provided a report on Jamestown's partnership with Randolph Elementary. The committee secured a \$5,000 grant from Safeway to fill the pantry needs. 744 masks were handmade and sent. Over 3,000 books, cleaning supplies, and more. Thank you! You can continue to help with donations, sponsoring a week of groceries, and grocery gift cards.

c) Communications Report – Erin Baynham

- Poetry Journal's were printed this summer and distributed with school supply pick up.
- Yearbooks have arrived. They are being distributed curbside on Monday, September 28.
- Jamestown directory: in order to be a part of it, you need to complete APS's online verification process. You must "opt-in" to be a part of the directory.
- PTA sends a weekly e-newsletter every Friday. You can join the newsletter mailing list at [jamestownpta.org](http://jamestownpta.org). Send anything you want included to Erin by the Wednesday before you want it included.

d) Fundraising Report – Liz Cummings

- Gave an overview of the items that fall under Fundraising: AmazonSmile, Book Fair, BoxTops for Education, grocery cards, school pictures, Spring Fair, Winter Social. A lot of these will look different this year.
- Liz asked parents to sign up for [Smile.Amazon.Com](http://Smile.Amazon.Com), BoxTops, and Harris Teeter cards.
- Merchandise sale is going on now. It will run through October 4.
- Book sale will be virtual this year in November. This is the third largest

contributor to fundraising each year.

- School pictures are an unknown right now, particularly in terms of timing.
- Hoping to hold the Spring Fair in 2021, if it can be done safely and with APS approval.
- The Winter Auction and Social usually brings in 75% of our annual budget. When it can safely and legally be held again, it will. Due to the current restrictions in place, the Auction is being reimaged for this school year.

e) Treasurer Report – Jason Marino

- Account balance is \$73, 650 as of September 30
- Because of the unknowns this year, creating a budget with the current funds instead of counting on significant fundraising.
- A budget will be sent out for approval.

f) President Report – Shelly Heinrich

- Shelly reported on a deep review of each item in the budget to best determine expected spending this year. Shelly is building a summary deck of where PTA funds have gone. She welcomes anyone to send her positive experiences to share.
- APS has narrowed the scope of the redistricting effort with so many changes this year. They need to address Key, Science Focus and Reed, and several schools at significant over-capacity. Shelly reported on the current timeline.
- Shelly introduced Maurine Fanguy as new Technology Policy Committee chair. Maurine asked for volunteers from each grade level to help report and track how each grade is handling technology.
- Shelly asked for requests and recommendations of guest speakers.

**Next meeting is October 6, 2020**

**Meeting Adjourned at 8:25 pm**