

Jefferson Elementary PTA Meeting Minutes
April 20, 2016

- I. **Call to Order** – 7:30 pm by Christin Neavin
Members Present:
Christin Neavin – President
Sarah Shaw – 2nd Vice President
Tamara Grant – Treasurer
Kristin Archbold – Recording Secretary
Jean Thomas – Membership and Juvenile Protection
Kern Wolling – JES Teacher
Sarah Nee – JES Intern

- II. **Executive Committee Reports**
 - a. President – Christine Neavin.
 1. Mrs. Neavin gave Committee reports for those chairs not in attendance.

 - b. 1st Vice President – Valerie Baer
 - i. No report given.

 - c. 2nd Vice President – Sarah Shaw
 - i. Ms. Shaw reminded members that the Mount Lebanon Traffic Board will meet on 5/4 at 7:00PM.
 1. The "No Left Turn Sign" at the bottom of the JES circle drive will be discussed.

 - d. Treasurer – Tamara Grant
 - i. Mrs. Grant presented the Statement of Net Assets report.
 1. The operating account balance is currently \$16,345.18
 - ii. She also informed members that there will be three more fundraisers this school year: Spirit Wear and 2 more Kona Ice Days.
 - iii. The 2016-17 budget was presented at the end of the meeting.
 1. To create this budget the current budget was carefully reviewed and budget versus actuals were used to determine next year's line items.
 2. The goal is to create a budget that allows for consistent carryover from year to year.
 3. It will sit for 30 days and be voted on at the May meeting.

- e. Recording Secretary – Kristin Archbold
 - i. Mrs. Archbold made a motion to approve minutes for the March meeting.
 - 1. Christine Neavin seconded the motion.
 - 2. There were no objections and the motion passed unanimously.
- f. Historian – Carrie Conboy
 - i. Christine Neavin gave the report for Mrs. Conboy
 - ii. She reported that all new committee chairs for the 2015-16 year have submitted their reports. Outstanding reports remain from five committees that have had the same chair for several consecutive years.
- g. Corresponding Secretary
 - i. No report was given

II. Standing Committee Report

- a. Membership – Jean Thomas
 - i. Mrs. Thomas reported that membership reminders will be sent home on 4/25 to all remaining non-member families.
 - ii. A final, updated 2015-16 directory will be sent out in June.
- b. Homeroom Coordinators– Val Baer
 - i. Mrs. Neavin reported that having money left over from classroom donations did not turn out to be a widespread issue.
 - 1. In those classes with left over funds, the coordinators are meeting with teachers to decide how it should be used.
 - a. They will be focusing on a class wide gift
 - b. They funds must be used this year.
- c. Teacher appreciation – Carrie Conboy
 - i. Mrs. Neavin reported on behalf of Mrs. Conboy.
 - ii. She reported that the theme this year is “Show your Emoji.”
 - iii. Mrs. Conboy has a special theme and treat planned for each day for the teachers and staff including the annual luncheon.
 - iv. Kids will also be inciting to help decorate their teacher’s door after school the Friday before teacher Appreciation Week.

- d. Field day – Jackie Goslin
 - i. Mrs. Goslin reported that Field Day will be held on Friday, May 20, 2016.
 - ii. The theme is “Life is a Circus at JES.”
 - iii. Circus themed events including large group juggling, musical hoops and circus ball carry will be played. There are 13 events in all.
 - iv. The Gym, Upper Playground, Lower Playground and baseball field will be used.
 - v. Rather than purchasing giveaways this year, the committee purchased sacks for sack races that can be reused for future years and other events
 - vi. Volunteers are needed.
 - 1. Emails will be sent out from PTA and Ms. Shaw.’
 - vii. The treat this year will be Philly Swirl pops which meet all food guideline requirements.

- e. Fifth Grade Farewell - Anne Semanco and Kara Quigley
 - i. Mrs. Neavin reported that the committee chairs are still looking for a date to complete the final service project.
 - 1. The class will be making brown bag lunches for Light of Lied Mission.
 - 2. They are hoping to hold a small party for the 5th grade volunteers afterwards.

- f. Super Science Day – Colleen Frank.
 - i. Mrs. Neavin reported on behalf of Mrs. Frank.
 - ii. She reported that this year’s theme is The Physics of Baseball
 - iii. We will need volunteers for the event.

- g. Student Gardens – Mary Rayl
 - i. Mrs. Neavin reported that Mrs. Rayl will be looking at gardens this week.
 - ii. The 1st and 2nd grades also still need to have an opportunity to do a Garden Club Activity/

- h. Shopper Rewards – Colleen Frank
 - i. Mrs. Neavin and Mrs., Grant reported that we will be promoting the use of the Amazon link and linking Giant eagle Advantage Cards more aggressively next year.
 - 1. We will be looking into a “ticket system” like the one used for the Read-a-thon to allow students to register for a drawing when their family activates on of these reward program.

- i. Juvenile Protection - Jean Thomas
 - i. Mrs. Thomas expanded on the traffic situation on Linda lane and encouraged attendance at the next traffic meeting on the subject.
 - ii. She also explained that we will be holding a walk to school week at Jefferson after the PSSA testing period is over.
 - 1. More information will be sent about safe walking via email.

- j. Fundraising – Christine Neavin
 - i. Mrs. Neavin reported that Brick Sales went well and matched last year’s orders.
 - 1. Last year’s brick orders have been installed.
 - 2. Once the new order arrive they will be installed and a photo sent to the purchasers.
 - ii. Mrs. Neavin and Mrs. Grant reported that we will be holding a spring spirit wear sale that will include “Lebo Socks.”

III. Adjournment

- a. Mrs. Neavin adjourned the meeting at 8:34pm
- b. The next meeting will be held on May 18. 2016.
 - i. The 2016-17 Budget will be voted on at that meeting.