

**Jefferson Elementary PTA Meeting Minutes**  
**May 18, 2016**

**I. Call to Order – 9:35 Am by Christin Neavin**

Members Present:

Christin Neavin – President

Sarah Shaw – 2<sup>nd</sup> Vice President

Kristin Archbold – Recording Secretary

Jean Thomas – Membership and Juvenile Protection

Mary Crowley – Squads and Let Me Run Chair

Karen Wolling – JES Teacher – Incoming PTA Board Member

**II. Executive Committee Reports**

a. President – Christine Neavin.

i. Ms. Neavin reported that next year's committee list is full except for Odyssey of the Mind.

I. She explained that other Mt. Lebanon elementary schools have offered for JES students to join their team but no chair is identified.

II. Ms. Neavin also explained that a new committee had been established to hold a JES science fair during the last week of school.

a. Mary Crowley will chair this committee for the 2016-17 school year.

III. She also reported that another new committee will bring back lunch time clubs in the winter.

a. They will include activities like poetry, art, book club, technology and Legos.

ii. Ms. Neavin also informed attendees that Bingo Night will move to the middle school gym thanks to the efforts of Ms. Shaw provided much needed space and a better sound system.

b. 1<sup>st</sup> Vice President – Valerie Baer

i. No report given.

c. 2<sup>nd</sup> Vice President – Sarah Shaw

i. Ms. Shaw reported that JES has received a grant for to build student gardens from Phipps Conservatory's "Let's Move Pittsburgh" program.

I. JES was named a Champion School and awarded a \$1,000 grant.

II. Ms. Shaw explained that the project also received a \$500 donation from the 2016 5<sup>th</sup> Grade class as their class gift.

III. The Mount Lebanon School District will also pay for dirt to help make the project a reality.

- d. Treasurer – Ms. Neavin reported on behalf of Tamara Grant
  - i. Ms. Neavin presented the 2016-2017 Budget for approval.
    - I. The budget had been presented at the April meeting and had sat for 30 days.
    - II. Christine Neavin motioned to pass the budget.
      - a. Kristin Archbold seconded the motion.
      - b. The budget was approved unanimously.
- e. Recording Secretary – Kristin Archbold
  - i. Mrs. Archbold made a motion to approve minutes for the April meeting.
    - I. Christine Neavin seconded the motion.
    - II. There were no objections and the motion passed unanimously.
- f. Historian – Carrie Conboy
  - i. No report was given.
- g. Corresponding Secretary
  - i. No report was given.

## **II. Standing Committee Report**

- a. Membership – Jean Thomas
  - i. Ms. Thomas reported that reminders and mailbox stuffer resulted in adding four new families and 1 new staff member.
  - ii. She explained that we will need to send a new directory during the last week of school.
  - iii. Ms. Shaw offered to help with next year's membership drive by sending link in August communication with parents and teachers.
- b. Field day – Christine Neavin reported on behalf of Jackie Goslin
  - i. There were no new developments to report.
  - ii. Ms. Neavin reported that over 30 volunteers had signed up to work on Field Day.
  - iii. She explained that the dunking chair activity is confirmed.
    - I. Ms. Shaw confirmed numerous teachers who volunteered to participate.
- c. Fifth Grade Farewell – Christine Neavin reported on behalf of Anne Semanco and Kara Quigley
  - i. Mrs. Neavin reported that the last 5<sup>th</sup> grade service project would be held that day followed by a hoagie party.
  - ii. Kids have truly enjoyed the service activities.

- d. Super Science Day – Christine Neavin reported on behalf of Colleen Frank.
  - i. Ms. Neavin reported that the program needs three more parent volunteers.
  - ii. Ms. Shaw explained that she would be making a schedule for the classes to participate that day.
  
- e. Juvenile Protection - Jean Thomas
  - i. Ms. Thomas reported that the Mt. Lebanon Commission would be reviewing the Go Zones and reevaluating them for the next school year.
  - ii. Ms. Thomas also plans for the committee to be more active next year.
  
- f. Fundraising – Christine Neavin
  - i. Ms. Neavin reported that we have two Kona Ice events remaining – May 26 and the last week of school.
    - I. The last Kona Ice raised \$187.
    - II. Ms. Shaw added that having Kona Ice on the back playground works well.
    - III. Jean Thomas suggested that we vary the days that Kona Ice visits next year since many kids have activities on specific days of the week preventing them from participating.
  - ii. Ms. Neavin explained that all fundraisers out performed last year.
  - iii. Ms. Shaw complimented the balance of fundraisers that were held this year.

### **III. Other Business**

#### **a. Wish Lists**

- I. Ms. Neavin reported that she and Ms. Shaw reviewed and approved Teacher Wish List requests.
  - a. The fund included \$1,000
  - b. Items that were approved focused on hands on materials for the classrooms including books for the library, center materials, a theater script box for first grade, and books for a fourth grade novel study.
  - c. Ms. Neavin motioned to approve the use of funds for the approved wish list items.
    - i. Mary Crowley seconded the motion.
    - ii. The motion passed unanimously.

### **IV. Adjournment**

- a. Ms. Neavin made closing remarks.
  - i. Ms. Neavin thanked everyone for a remarkable year.

- I. The year was a huge success with parents and teachers working together and supporting each other.
    - a. She explained that the result has been a wonderful school environment and happy kids.
  - II. Ms. Neavin thanked Ms. Shaw and the JES faculty for making parents feel welcome at the school.
    - a. The parents are very grateful for the opportunity to participate in school and classroom activities.
  - III. Ms. Neavin thanked everyone in attendance for a great year.
- b. Ms. Neavin adjourned the meeting at 10:46 am.