

Jefferson Elementary School PTA
November 15, 2017 Meeting Minutes

Attendees:

Christine Neavin, President
Kristin Archbold, First Vice President
Sarah Shaw, Second Vice President
Mary Crowley, Recording Secretary
Marisa Hupe, Historian
Melissa Maher

I. Call to Order

President Christine Neavin called the meeting to order at 7:04 PM and welcomed all members in attendance.

II. Executive Committee Reports

- A. President Christine Neavin expressed thanks, on the part of the PTA, to the following individuals:

Elizabeth Smith for organizing a meaningful Veterans' Day Breakfast.

Ms. Gummo and Mr. Hutsler for their parts in making the Veterans' Day observance special.

Mrs. Neavin also read the following thank you message for the BINGO Night fundraiser:

A very special thank you to everyone that helped to make Bingo Night a huge success! You were all extremely generous with your time and donations. Not only was this a really fun event, but we raised the funds needed to support our educational programs, cultural arts assemblies, and enrichment activities. Your support is greatly appreciated.

-Event Coordinators: Wendy Clougherty, Rachel Golden, Megan Zerega, Stephanie Schulte-Albert, Kristin Archbold, Denise Romeo and Julie Perricelli.

-The parents and teachers for donating raffle items and baked goods.

-Bill Medwick (a.k.a. "Mr. Shaw") and Dr. Shaw for being our very special BINGO callers.

-Colleen Froelich and Claire Dietrick for helping to organize the basket collections.

-Chris Swartwelder and the entire maintenance crew for setting up and cleaning up after this event.

-The Jefferson Middle School administration and physical education teachers for

graciously allowing us to use your gymnasium.

-The Children's Museum of Pittsburgh, Pittsburgh Symphony, Pittsburgh Public Theater, City Theater, Pittsburgh Festival Opera, and Pittsburgh Pirates for donating tickets.

-The Clougherty Family for donating 4 tickets for the Pittsburgh Steelers vs. Green Bay Packers game. This was an extremely generous and thoughtful donation.

-Volunteers who assisted committee chairs on BINGO Night: Marisa Hupe, Tara Leja, Tim Clougherty, Rob Schulte-Albert, Terry Twyman, Michelle Palmer, Valerie Baer and Laurie Kopicko. Thank you so much for donating your time. You all helped to make this event a huge success.

-Learning Express for donating toys and games for the raffle baskets. Learning Express has supported several JES fundraisers and community service projects throughout the years. Thank you for reaching out and supporting the Mount Lebanon Community.

-The Hoyt Family for their generous donation of the "Music and Movement" raffle basket.

- B. 1st Vice President Kristin Archbold was present and reported on Cultural Arts (see below).
- C. 2nd Vice President Sarah Shaw reported that, after much discussion and consideration, the decision to stop serving food of any kind at JES holiday parties, and at other special events during school hours has been made. This policy will go into effect for the 2018-2019 school year.
Dr. Shaw expressed her thanks to all involved in planning the Veterans' Day Event. Dr. Shaw stated that all feedback regarding this event was very positive. Dr. Shaw announced that JES has been chosen by Tree City to hold an Arbor Day celebration in 2018. The celebration will involve a tree planting, music, and readings and may require volunteers.
Finally, Dr. Shaw spoke about an improvement to Matt's Maker Space at JES. A solid wood counter has been built by the custodians along the window in the space for stand-up work.
- D. Treasurer Rachel Golden was not present. No report was given.
- E. Recording Secretary Mary Crowley distributed minutes from the October, 2017 JES PTA meeting. Mrs. Archbold made a motion that these minutes be approved. Mrs. Hupe seconded this motion and the motion passed.
Mrs. Crowley read a card from Ms. Gummo, JES Music Teacher, thanking the PTA for wishlist items she is using in her music classes.
- F. Historian Marissa Hupe reported that she will be sending an email for past/upcoming events reminding the chairs to submit Committee Chair reports. Print copies of the reports and reimbursement forms will be available.

G. Corresponding Secretary Karen Wolling was not present. No report was given.

III. **Standing Committee Reports**

A. Christine Neavin reported for Membership Chair Jean Thomas that 111 families have now paid PTA dues. Mrs. Thomas will continue to work with other registered families until all have paid.

A new JES directory will come out the week of December 11, 2017.

Melissa Maher made a suggestion that, in the future, we hand out information about PTA, and instructions for registering, at the Kindergarten Coffee and Kleenex.

B. Mrs. Neavin reported that the JES Veterans' Day Observance, organized by Elizabeth Smith with assistance from Mr. Hutsler and Ms. Gummo, was a well attended and meaningful event that was much appreciated by the veterans in attendance.

C. Bingo - Ms. Neavin gave a report for the BINGO Chairs. Please see the Executive Committee Reports section.

D. Mrs. Neavin reported for the Holiday Shoppe Chairs that informational flyers will go home with students on the Monday after Thanksgiving. Mrs. Neavin stated that, to date, half of the necessary volunteers have been identified. She reiterated that Holiday Shoppe is not a fundraiser, but a break even event and that every child is given a \$1 voucher so that all children may participate. Mrs. Neavin will handle teacher sign-up in the JES office.

E. Mrs. Neavin reported on Square 1 Art. Mrs. Neavin has received all art from Mrs. Switzer and expressed thanks to her for all of her efforts. Orders will be due by November 17th and merchandise will be delivered by December 11th, in time for Christmas and for Hanukkah.

F. Mrs. Neavin reported on 5th Grade Farewell. 5th graders will complete their service project for the Brookline Food Pantry on December 4th. They will be packing donated food and making sandwiches. Another service project, collecting toiletries for a veterans' organization identified by Heather Casturo, is planned for spring. The spirit wear sale was very successful and the next 5th Grade Farewell fundraiser, at Chipotle, is scheduled for November 22nd.

G. Mrs. Neavin reported on Lunch Clubs. A meeting for coordinators will occur on November 21st. Lunch Clubs will take place in two sessions, in January and February. Enrollment in clubs will be first come first served. Sign-up forms will go home on December 11th and clubs will begin on January 8th.

H. Mrs. Neavin reported on the Reflections program for Chair Megan Zedecky. A total of 6 entries were received. The top 3 in each group will move on to the district level. Placements will be reported at the next meeting.

- I. Mrs. Neavin reported on Shopper Rewards. A stand alone blast will be sent out next week to detail ways to have families holiday shopping benefit JES,
- J. Mrs. Archbold reported on JES Cultural Arts Programs. The first cultural arts assembly, "Construct a Tale", which humorously walks students through how to create a good story, will take place on November 21st. The CLO will be coming to JES on February 14th.
- K. Mrs. Neavin reported on the Talent Show. The date is set for January 23rd. Mrs. Neavin will meet with Kristine Sorenson after Thanksgiving to discuss details. The search for a co-chair, who would take over the event next year, continues.

IV. Other Business

Jump Rope for Heart is scheduled to take place on February 16th. As this is an Act 80 early dismissal day, a new date must be chosen for this event.

A final resolution to the potential cancellation of final payment for Ag Lab has not yet been reached.

Mrs. Neavin reported that contributions to the fund for Keri's Classroom continue to come in and that contributions from teachers are expected.

V. Adjournment

Mrs. Neavin made a motion to adjourn the meeting at 8:10 PM. The next meeting will take place on January 17, 2018 at 9:30 AM, at JES.