

Jefferson Elementary School PTA  
April 5, 2017 Meeting Minutes

**Attendees:**

**Christine Neavin, President**

**Mary Crowley, Recording Secretary**

**Tamara Grant, Treasurer**

**Karen Wolling, Corresponding Secretary**

**Carrie Conboy, Historian**

**Kim Mackin**

**Jackie Goslin**

**Kristin Archbold**

- I. The meeting was called to order at 7:04 PM by President Christine Neavin.
- II. Executive Committee Reports
  - A. President Christine Neavin discussed the JES SHIM fundraiser. A SHIM representative come to JES to speak with students about the food pantry and to collect the donated food. This results of this fundraiser were very positive. The event was a success.

Mrs. Neavin stated that the PTA Declaration Newsletter had gone out that Afternoon and that, in the Declaration, a request had been made for volunteers to fill three empty Committee Chairmanships. All three were filled within one hour.
  - B. 1st Vice President - Valerie Baer - No report was given.
  - C. 2nd Vice President Sarah Shaw - No report was given.
  - D. Treasurer Tamara Grant reported on the budget. The budget line item for Odyssey of the Mind was changed to reflect the fact that no one went to the state competition this year.

The Super Science Day budget was transferred to the Science Fair and decreased.

Mrs. Grant discussed the need to establish an audit committee for the summer.

Mrs. Grant also stated the carryover for the 2017-2018 school year will be \$10,000.

Mrs. Grant explained that our fundraising and spending balance out. The carryover is used to pay bills at the beginning of the year.
  - E. Recording Secretary Mary Crowley - Mrs. Crowley made a motion that the minutes from the March 15, 2017 meeting be approved. Mrs. Neavin seconded the motion. The motion passed.
  - F. Historian Carrie Conboy was present but no report was given.

G. Corresponding Secretary Karen Wolling was present but no report was given.

### III. Standing Committee Reports

A. Membership Chair Jean Thomas -we will continue to attempt to recruit additional PTA Members until May 5. A new directory will be published at that time.

B. Teacher Appreciation Week Chair Carrie Conboy reported on the theme of the Teacher appreciation activities this year. It will be #itsallaboutthehashtag. Activities and gifts will include Starbucks gift cards on Monday, tech gifts for Tuesday, work-out themed gifts on Wednesday, throwback gifts and the luncheon for Thursday and “fast forward” related activities for Friday. Teacher Appreciation Week will take place from 5/1 through 5/5.

C. Mrs. Goslin and Mrs. Mackin reported on the progress of the Field Day (May 19th - rain date June 2nd). There is a need to collect Pringles cans for one of the activities.

This request will be added to the Declaration and the PTA section of the Sunday Eblast. Teams will be dressed in black and gold and brainstorming of a theme name occurred. The final decision of a theme is TBA. 40 volunteers are needed to run Field Day. This request will also appear in the Declaration and Eblast. Mrs. Mackin’s email will be used as the contact for volunteers.

D. Mrs. Mackin and Mrs. Neavin reported that 5th Grade Farewell will be completing one additional service project with the Light of Life Mission and that the pool party has been scheduled. The pool party menu was discussed.

E. Mrs. Crowley and Mrs. Neavin reported that the date of the evening portion of the Science Fair has been changed to Tuesday, June 6, 2017. This portion of the Science Fair will be open to student in grades 2-5, working alone or in pairs. All students will participate in hands on experiments/activities on June 7th and 8th. The budget will be derived from the old Super Science Day budget.

F. Mrs. Neavin reported on shopper rewards. \$308 was collected, for the month of December, from Amazon. \$738 has been made from the Giant Eagle Apples for Students program. A final Box Tops collection will occur in May in the form of an additional Box Tops “contest”.

G. Mrs. Neavin reported that the Gardening Club will be sending out permission slips for grades 3-5 to do spring gardening activities.

### IV. Other Business

A. Ms. Neavin announced the final Slate of Officers for the 2017-2018 school year. The slate includes Kristin Archbold as 1st Vice president, Rachel Golden as Treasurer and Marisa Hupe as Historian. Ms. Neavin made a motion to approve the slate.

Carrie Conboy seconded the motion and the motion passed.

B. Ms. Neavin presented the proposed 2017-2018 JES PTA Budget. The proposed budget will sit and will be voted on at the May 17th PTA Meeting.

V. Adjournment

Mrs. Neavin made a motion to adjourn the meeting at 8:09 PM. The next meeting will take place on Wednesday, May 17, 2017 at 9:30 AM at JES.