

Jefferson Elementary School PTA  
April 25, 2018 Meeting Minutes

**Attendees:**

**Christine Neavin, President**  
**Kristin Archbold, First Vice President**  
**Sarah Shaw, Second Vice President**  
**Rachel Golden, Treasurer**  
**Mary Crowley, Recording Secretary**  
**Karen Wolling, Corresponding Secretary**  
**Valerie Baer**  
**Jean Thomas**  
**Melissa Maher**

**I. Call to Order**

President Christine Neavin called the meeting to order at 7:00 PM and welcomed all members in attendance.

**II. Executive Committee Reports**

- A. Mrs. Neavin announced the uncontested slate for the 2018-2019 school year, which sat for 30 days following the last PTA Meeting. Mrs. Neavin took a vote and the slate passed. Mrs. Neavin expressed her confidence in the slate of new officers and thanked all new officers for volunteering their time for the PTA.

Mrs. Neavin spoke about the budget, which was presented by Rachel Golden. Please see the Treasurer's Report below.

Mrs. Neavin reported on the progress "Keri's Outdoor Classroom" in honor and memory of Keri Midgley. The tables for the classroom have arrived and the first events for the classroom are already planned.

The dedication ceremony is set for May 3rd at 4:00 PM. Students, from Mrs. Midgley's first class through her last, will read a poem. Lemonade and cookies will be served.

Lastly, Mrs. Neavin gave the history of the decision to transition to the My School Anywhere system. The use of this system was first proposed by Jean Thomas several years earlier. At that time, Paypal, which the system utilizes, required a

complete Social Security number to be given, along with acceptance of financial liability, for EIN (non-501C3) groups. No one was comfortable giving that information and taking on that responsibility. In the interim, the rules have changed. Now, only a partial Social Security number is required and there is no statement of financial liability required. At the conclusion of this explanation, Mrs. Neavin yielded to Mrs. Archbold, who spoke further about My School Anywhere in her report, below.

- B. 1st Vice President Kristin Archbold reported that the purchase of the “My School Anywhere”, program for membership, newsletters and volunteer management will take place when the budget is available and approved, in 30 days. Mrs. Archbold described the advantages of this system, including that it does not have an extra fee for the newsletter function, it will provide a seamless transition of family information from year to year and when students transition to JMS, it allows communications to be segmented by grade, and that it will centralize volunteering.
- C. 2nd Vice President Sarah Shaw reported that the Tree City program was set for Friday, April 27, 2018. She provided details of the program. Children will read poems, Mrs. Neavin will speak on behalf of the PTA, and there will be school board members in attendance.

Dr. Shaw reiterated that Remake Learning Days will take place in all Elementary Matt’s Maker Spaces on May 22, 2018, from 7:00 - 8:00 PM and that JES Open House will take place on May 23, 2018.

- D. Mrs. Neavin reported on overages from the 2017-2018 budget. Overages occurred for:

Readathon

Officer Supplies and Expenses (new cashboxes)

Newsletter - Constant Contact Fees

Kindergarten Coffee and Kleenex

Breakfast With Someone Special

Treats for Troops

Mrs. Neavin asked for objections to these overages. There were none. She made a motion to approve these overages. The motion passed.

In addition, votes were taken to approve one time overages for:

State registration for a 3rd and 4th grade Odyssey of the Mind Team

## A dedication plaque for Keri's Classroom

Mrs. Golden presented the budget for the 2018-2019 school year. It is similar to the budget for the previous school year. Mrs. Golden went through the budget, explaining all changes to members. The budget will sit for 30 days and a vote will be taken to approve it at that time.

- E. Recording Secretary Mary Crowley distributed minutes from the March 27, 2018, JES PTA meeting. Mrs. Neavin made a motion that these minutes be approved. Mrs. Maher seconded this motion and the motion passed. The minutes will be posted on the PTA website.
- F. Historian Marissa Hupe was not present. Mrs. Neavin reported that she did send an email with Committee Chair report and expense reimbursement report attached to all Committee Chairs for whom reports are outstanding. Mrs. Hupe will follow up with individuals for whom these reports are outstanding.
- G. Corresponding Secretary Karen Wolling was present and reported on the Spiritwear Fundraiser. The deadline for ordering is Friday. A reminder eblast will go out tomorrow.

### III. **Standing Committee Reports**

- A. Mrs. Neavin reported on membership. A final edition of the JES Directory will be sent out prior to the summer break.
- B. Mrs. Neavin reported on Teacher Appreciation Week for Chair Carrie Conboy. Teacher Appreciation Week will be May 7 - May 11. The theme is Our JES Superheros. There will be a luncheon on the 10th and a breakfast on the 11th. Mrs. Conboy has lined up all necessary volunteers.
- C. Mrs. Neavin reported on Field Day for Chair Jackie Goslin. Mrs. Goslin has her volunteers in place. Repurposed materials are still being collected for games, in line with the theme "JES Goes Green". Field Day is May 18th, with a rain date of June 1st.
- D. Mrs. Neavin reported on Fifth Grade Farewell. 5th graders will assemble and deliver personal care kits to Light of Life Mission in May. Work is underway on memory books.

E. Mary Crowley reported on Super Science Days and Science Fair. Mrs. Crowley and Mrs. Neavin will meet with Dr. Ilhem Faiza-Hakem to discuss her ideas for the Science Fair on May 2, 2018. Super Science Days will take place on June 5 and 6, 2018 and the Science Fair on the evening of June 6, 2018.

F. Mrs. Neavin reported on the Raised Bed Gardens for Chair Mandy McGeachy. Two additional raised beds have been donated, one by the current 5th grade class and one by last year's 5th grade class (current 6th graders). They have been planted in strawberries and herbs.

V. Adjournment

Mrs. Neavin made a motion to adjourn the meeting at 8:15 PM. The next meeting will take place on May 16, 2018 at 9:30 AM, at JES.