

Jefferson Elementary School PTA  
January 16, 2019 Meeting Minutes

**Attendees:**

**Kristin Archbold, President**

**Sarah Shaw, Second Vice President**

**Melissa Maher, Recording Secretary**

**Mary Crowley, Historian**

**Jemma Premus**

**Amanda Rost**

**Jean Thomas**

**I. Call to Order**

President Kristin Archbold called the meeting to order at 9:30AM and welcomed all members in attendance.

**II. Executive Committee Reports**

- A. Mrs. Archbold started the meeting by highlighting and thanking those parents that chaired and assisted with the many events at JES in the past month.

**Holiday Shoppe** – Thank you to Chairs Marisa Hupe and Stephanie Shulte-Albert, for chairing a wonderful event that they children thoroughly enjoyed. In addition to helping the children of JES spread some holiday cheer through the gifts they purchased the children also made some wonderful cards for the residents of Asbury Heights.

**Holiday Parties** – Thank you to homeroom coordinator, Jemma Premus, for her efforts to ensure another JES party went off without a hitch.

**Brookline Food Pantry Community Service Project**- Thanks to the efforts of chairs Kelly Gyurina, Sheryl Silverman, and our wonderful faculty, staff and 5th grade students JES was able to coordinate some much needed post-holiday donations to restock the shelves of our local food pantry.

- B. 1st Vice President Marisa Hupe had no report at the time of the meeting.
- C. 2nd Vice President Sarah Shaw reported that “No place for hate” training as well as ADL training was underway.

Additionally, MAP and AIMSweb training were taking place at the time of the PTA meeting.

The Kindergarten playground in the front of the school adjacent to the circle drive is currently being worked on and the hope is that construction will be completed shortly, but Dr. Shaw will keep the board apprised of the progress.

“Safe to Say” is a new program that has been instituted state-wide as a result of a new law passed in the state legislature. The purpose is to provide a way for individuals to anonymously report any issues that have to do with school safety. No tips have been received through the app yet. All reports go straight to the state then funnel to the Mt. Lebanon police and then to the school affected.

Safety update- \$1 million approved by the school board. More cameras will be installed at the Jefferson complex. Additionally, the windows were recently measured for a protective film to be installed. Finally, bullards will be placed around the circle drive as a safety measure to ensure a car would not be able to drive up onto the sidewalk.

- D. Kristin Archbold reported on behalf of Treasurer Rachel Golden.

Holiday Shoppe - Although it was not the intention of this activity to make a profit, the event did make \$914.35. This includes an early signing bonus for booking with the vendor and money allotted for a pizza party for our custodial staff. Mrs. Archbold will talk with the committee chairs and treasurer to determine why a profit exists.

During the course of the discussion about Holiday Shoppe, Jemma Premus generously volunteered to help facilitate the pizza party which was donated for the janitorial staff.

Book Fair - profit \$1854.28 (budget \$1675)

Square 1 Art - profit \$2618.75 (budget \$1500)

5th grade farewell fundraising numbers: Net profit \$1204.50, but includes presale of pretzels

Kona ice - \$165

Spirit Wear - \$1136.20

Pretzel Sales - \$2526.50; pretzel expense of 559.50 = \$1967 but includes presales

Donations - \$446

Pool Party - (\$450)

Linsly - (\$1141.20)

Misc - shirts etc (\$918.50)

Bingo - profit \$2,610.13 (budget \$3,200)

- E. Recording Secretary Melissa Maher distributed the minutes from the November PTA meeting. Jemma Premus motioned to approve the minutes, Mary Crowley seconded. The motion passed. The minutes will be posted on the JES PTA website.
- F. Historian Mary Crowley reported that she sent out a request and the forms for all committee reports and had received one back. She will be following up with those that did not yet submit their reports.
- G. Corresponding Secretary Karen Wolling has been working with the faculty on the faculty membership campaign. She will be going on sabbatical and will have an interim replacement. She will be chairing the Spirit Wear sale in the spring.

### III. Standing Committee Reports

- A. Mrs. Archbold reported on Membership.  
There are currently 145 families and 23 faculty/staff who have joined the PTA for a total of 168 members.  
Our goal was 150 members.  
Donations - \$1160 (down from the previous year).
- B. Cultural Arts- Had the GAB Squad assembly here the day of the holiday party.  
Pittsburgh CLO –coming before the Valentines Party. Celebrates the first walk on the moon.
- C. Reflections- Chair Megan Zadeky was not present but submitted the following report:  
Congratulations to all the JES students who participated in our 2018-19 Reflections contest “Heroes Around Me.” Our local winners include:

#### Primary Visual Arts (K-2)

- First Place - Averie Harris

#### Intermediate Visual Arts (3-5)

- First Place - Juliana Harris
- Second Place - William Thomas
- Third Place – Catherine Thomas
- Fourth Place - Aisha Ansari

#### Special Artist

- First Place - Victor Shen

The following students were honored at the Mount Lebanon Council level:

#### *Special Artist*

- 1st Place - Victor Shen

#### *Photography*

- 1st Place – Catherine Thomas

- 3rd Place– William Thomas

- D. Lunch Clubs- Chair Christine Neavin was not able to be present but reported that safety training for Lunch Club volunteers was conducted.  
January 8<sup>th</sup>- Session 1 (Tuesday and Thursday)  
February 5<sup>th</sup>- Session 2
- E. 5<sup>th</sup> grade farewell- Chairs Tamara Grant and Kara Quigley submitted the following report:  
Pretzel sales going well. Looking to reach out to those that bought the first half of the year but have not bought again.  
January Chipotle Night- CANNOT order on-line...have to order in person and also make sure it's clear that it is the Chipotle on Cochran Road.  
Service project- went well. 52 kids attended and a representative from 412 food rescue spoke at the event.  
Paperwork has been processed for pool party and they are currently working on waivers.
- F. Homeroom Coordination- an email will go out today to remind homeroom coordinators to get their volunteers for the Valentine's Parties.  
Jemma has also been working on supply closet for holiday parties so party supplies can be passed on and used in the future.
- G. Annual JES Skating Party- will take place on Monday from 12-2. Alia Sherr is chairing.  
There will be a raffle and concessions will be open.  
Sherr family donates prizes each year.
- H. Art Night- Jodie Mylan Chairing  
5<sup>th</sup> grade volunteers being recruited  
Thanks to Mrs. Switzer for working to make this a fun annual event.
- I. Jump Rope for Heart- Chair Marisa Hupe is working with Mr. Walker. Volunteers are needed to count jumps and otherwise help with the event.

- J. Family Movie Night- Friday, Feb 22- Incredibles 2 will be screened and there will be a trivia contest at this FREE event.
- K. Talent Show- Chair Marisa Hupe had no report at this time other than that emails were sent out recently to recruit volunteers to help with this event.
- L. Yearbook- Chair Amanda Rost reported she is using a new software for yearbook this year and she is changing the layout. Each class will have their own picture page in addition to the individual class picture page. 10 day turnaround for printing should make it easier to deliver at year-end as well.

#### **IV. Other Business**

- A. Nominating Committee:  
Christin Neavin  
Nicole Lust  
Kara Quigley  
Melissa Maher motioned to approve the committee. Jemma Premus seconded, and the motion was approved unanimously.

A vote will be taken in March.

#### **V. Adjournment**

Mrs. Archbold adjourned the meeting at 10:25AM. Next meeting is February 20<sup>th</sup> at 7PM.