**Jamestown Elementary School PTA**

**Meeting Minutes**

**Tues., Oct. 3, 2023**

**7:00 pm (in person - JES library)**

1. **Special Guest Speaker – Dr. Heather Tedesco** (7 – 8:10 pm)
2. **Welcome & Administrative Matters** (8:10 pm) – Erin Baynham
	1. Introductions
	2. *Action Item* -- Approval of agenda- Approved
	3. *Action Item* -- Approval of September 2023 meeting minutes- Approved
	4. Approximately 35 people in attendance

1. **Principal’s Report** (5-10 minutes) – Michelle McCarthy
	1. Reminder: 4th and 5th grade Chorus starts tomorrow (October 4). Meet at door 3 at 8 am.
	2. Please check the lost and found in the multipurpose room for missing items.
	3. Smart Watches are no longer allowed in the classroom. This will now be enforced. If your child brings their smart watch to school they will have to keep them in their lockers. Students can always contact parents by using the office phone.
	4. Parent/ Teacher conference sign ups are available on Parent Square. Thursday (October 19) conferences are in person. Friday (October 20) conferences are virtual.
	5. The famous Jamestown Halloween parade will start 2:30 pm on October 31st. Map of the parade route will be sent out prior to the 31st. Class parties will take place directly after the parade- no candy, sweets, or nuts allowed. Healthy, non-allergenic snacks will be provided. Room parents will coordinate all Halloween activities with parents.
	6. Most of the beginning of the year testing data has been collected. If your child needs interventions you will be contacted in the next couple of weeks. There will always be updates about testing and any interventions to keep parents informed on their child’s progress.
	7. Starting November 1st teacher newsletters will come every other week on the 1st and 3rd week of each month. Principal messages will remain weekly.
	8. Walk and bike to school day and picture day is tomorrow, Oct 4th.
2. **Volunteers’ & Officers’ Reports** (15-20 minutes)
	1. Internal Relations – Maura Woosley
		* Reflections Contest coordinated by Alyssa Asonye: This year’s theme is “I am hopeful because”
			+ Submissions accepted from Nov. 1- 28. Submission bin located in the main office.

* 1. Community Relations – Jen Lee
		+ Movie Night coordinated by Liz Milans: Friday, October 13th
			- Fun starts at 5:30 with pizza from Old Dominion pizza (pre-orders still available), popcorn, concessions, and playground available (the playground will close as soon as the movie begins).
			- Thanks to the Fallon family, the Washington Nationals Racing Presidents will be at the school for a meet and greet photo op from 5:30-6:30 pm
			- Movie begins at 6:40pm. Movie choice will be decided by online voting which closes October 4th at 5pm.
			- The PTA covers nearly all costs for the event including the movie screen rental, popcorn (including the Jamestown cup it comes in), and glow sticks.
			- 5th graders are holding a bake sale to raise money for a 5th grade class gift. The sale will be run by the 5th grade girl scout troop and treats will be $2.
			- Still need volunteers for 30-45 minute time slots to help supervise the bathrooms, hand out/ fill popcorn, supervise the playground and supervise the movie screen.
			- We need everyone’s help to clean up the space at the end of the event so please take a few minutes to pick up any trash around you when you leave.
		+ Parent Socials have started– Kinder: Oct. 18, 1st: Oct. 12, 2nd: Oct. 5, 3rd: Oct 10, 4th: Oct. 26
		+ Other PTA social events this year are: Bowling November 17th, Ice Skating January 26th, and Bingo Night March 13th.
		+ Open Position – CCPTA Rep
		+ Community Service events: Food Drive starting next week.
	2. Communications – Erin Baynham for Cara Richardson
		+ Directory – Opt-in by Oct. 31. You can opt in when you do the online back to school packet on ParentVue.
		+ Yearbook coordinated by Elena Sylos Labini.
			- Our contract has been renewed with Lifetouch for 3 years.
			- Committee is looking to create a link for parents to submit photos. The success of the yearbook depends on parent submissions.
	3. Fundraising – Amy Schachner
		+ Winter Auction Update – Nasim Fussell chair and Lora Lawler co-chair
			- Feb 24th at Washington Golf. The theme is Lights Camera Auction!
			- Have had one kick off meeting and will have more informational/ planning meetings via Zoom all are welcome to join!
			- Feel free to email or reach out to Nasim and Lora with any questions or suggestions about the event at winter-social@jamestownpta.or
			- Help needed with donation committee to send emails and reach out to contacts for in-kind donations and corporate sponsorships to help take the pressure off of the fundraising.
			- Will be doing a digital catalog this year— Help needed to pull content and put it into the website. Already looking at reasonably priced online platforms to format this catalog.
		+ Order pictures for picture day. Money goes to Jamestown.
		+ Restaurant Fundraisers –
			- Thanks for participating in Pie-Tanza fundraiser- $411 was raised
			- Next restaurant fundraiser is Lebanese Taverna on October 19th

* 1. Treasurer – Erin Baynham for Liz McKnight
		+ September Financial Statement
			- Income for September: membership, Harris Teeter and Mabels labels.
			- Expenses for September: books for gifted teachers, supplies for SPED.
		+ Membership Update / Contest
			- If we have 50% participation by Oct 31, the kids will get extra recess on Nov 1! Please pay your PTA dues at https://jamestown-pta.square.site/
	2. President – Erin Baynham
		+ Next PTA Meeting – Nov. 14 (virtual)
1. **Adjourn** (8:30 pm)