

# JACKSON DAVIS ELEMENTARY

## PTA Executive Board Meeting Minutes

<b>DATE:</b> Tuesday, 10/15/19	<b>MEETING CALLED TO ORDER BY:</b> Jennifer Lumpkin
<b>TIME:</b> 6:00 PM	<b>MINUTES APPROVED:</b> 9/12/19
<b>LOCATION:</b> JDES Library	
<p><b>ATTENDANCE:</b> Present</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Jennifer Lumpkin, President</b></li> <li><input checked="" type="checkbox"/> <b>Angie Allen, 1<sup>st</sup> VP - Cultural Arts, Art Night</b></li> <li><input type="checkbox"/> Laura Perzanowski, After School Enrichment</li> <li><input checked="" type="checkbox"/> Kelly Barnes, In School Enrichment</li> <li><input checked="" type="checkbox"/> Mike Barnes, In School Enrichment</li> <li><input type="checkbox"/> Missy Murchie, Intl Night, Spring Carnival: Food</li> <li><input checked="" type="checkbox"/> Susan Harrison, International Night</li> <li><input type="checkbox"/> Adrienne Feldman, Science Week</li> <li><input checked="" type="checkbox"/> Carla Davenport, Reflections Contest</li> <li><input type="checkbox"/> Monica McLaughlin, Yearbook/School Photography</li> <li><input checked="" type="checkbox"/> Nara Moore, Yearbook Assistant</li> <li><input checked="" type="checkbox"/> <b>Leanne Tipton, 2<sup>nd</sup> VP - Ways and Means</b></li> <li><input type="checkbox"/> Christina Vitek, Bingo Night</li> <li><input type="checkbox"/> Micah Allen, Bingo Night</li> <li><input type="checkbox"/> Stephanie Stigberg, Spring Carnival: Carnival games</li> <li><input type="checkbox"/> Linda Fotopoulos, Spring Carnival: Communications</li> <li><input type="checkbox"/> Stephanie Clark, Spring Carnival: Tickets</li> <li><input type="checkbox"/> Talya Tacosa, Spring Carnival: Food, Papa Johns</li> <li><input type="checkbox"/> Stephanie Jenks, Spring Carnival: Vendors</li> <li><input type="checkbox"/> Kathie Bean, Spring Carnival: Vendors</li> <li><input type="checkbox"/> VACANT, Spring Carnival: Volunteer Management</li> <li><input type="checkbox"/> VACANT, Silent Auction</li> <li><input checked="" type="checkbox"/> Sarah Goad, Dolphin Fund/Fundraising</li> <li><input checked="" type="checkbox"/> Nadia Lamour, Dolphin Fund/Fundraising</li> <li><input type="checkbox"/> Javaria Masroor, Original Art</li> <li><input type="checkbox"/> Emily Doran, Dolphin Nights Out</li> <li><input type="checkbox"/> Liz Keegan, Movie Nights</li> <li><input type="checkbox"/> Russell Smith, Movie Nights</li> <li><input type="checkbox"/> Christine Faulds, Book Fairs</li> <li><input checked="" type="checkbox"/> Lisa Yamin, Book Fairs, Spirit Wear</li> <li><input type="checkbox"/> Rebecca Mannion, Box Tops/Kroger</li> <li><input checked="" type="checkbox"/> <b>Cabell Harvey, 3<sup>rd</sup> VP - Room Parents</b></li> <li><input checked="" type="checkbox"/> Rachel Kelly, Teacher Appreciation, Hospitality</li> <li><input checked="" type="checkbox"/> Jennifer Roberts, Teacher Appreciation, Hospitality</li> <li><input checked="" type="checkbox"/> Becky Guthrow, 5<sup>th</sup> Grade Activities, Communications</li> <li><input type="checkbox"/> Sarah Walters, 5<sup>th</sup> Grade Activities</li> <li><input checked="" type="checkbox"/> Shannon Chehouri, Volunteer Coordinator</li> <li><input type="checkbox"/> <b>Courtney Phillips, 4<sup>th</sup> VP - Membership</b></li> <li><input type="checkbox"/> VACANT, County Council Delegate</li> </ul> </div> <div style="width: 48%;"> <ul style="list-style-type: none"> <li><input type="checkbox"/> Leslie Parpart, Lay Advisory Delegate</li> <li><input type="checkbox"/> VACANT, Legislative Affairs</li> <li><input type="checkbox"/> Mary Curtis Powell, Parliamentarian</li> <li><input checked="" type="checkbox"/> <b>Chase Harvey, Treasurer</b></li> <li><input checked="" type="checkbox"/> <b>Kristy Brown, Recording Secretary</b></li> <li><input type="checkbox"/> Adrienne Feldman, Faculty Representative</li> <li><input checked="" type="checkbox"/> Nancy Wallace, Faculty Representative</li> <li><input checked="" type="checkbox"/> <b>Chris Bonner, Principal</b></li> <li><input checked="" type="checkbox"/> Amy Ford, Associate Principal</li> <li><input type="checkbox"/> Elaine Meade, Admin Assistant</li> </ul> </div> </div>	

## SAVE THE DATES:

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| <ul style="list-style-type: none"><li>• 10/16 After School Enrichment Starts (Wednesdays)</li><li>• 11/4 – 11/8 Book Fair</li><li>• 11/12 Veteran’s Day Breakfast &amp; Performance</li><li>• 11/12 PTA Meeting &amp; 2<sup>nd</sup> grade Performance</li><li>• 11/15 Reflections Ceremony</li><li>• 11/20 After School Enrichment ends</li><li>• 11/21 Dolphin Night Out</li><li>• 12/6 Movie Night</li><li>• 12/6 BoxTops Due</li><li>• 12/17 PTA Meeting and 5<sup>th</sup> grade Performance</li><li>• 1/10 Family Fun (BINGO) Night</li><li>• 1/17 Family Fun (BINGO) Night Make-up date</li><li>• 1/21 PTA Meeting and Guest Speaker</li><li>• 2/6 Dolphin Night Out</li><li>• 2/18 PTA Meeting and 3<sup>rd</sup> grade Performance</li><li>• 2/18 After School Enrichment Starts (Tuesdays)</li><li>• 2/20 International Night</li><li>• 2/28 BoxTops Due</li></ul> | <ul style="list-style-type: none"><li>• 3/2 One Book Event Kicks Off</li><li>• 3/12 One Book Event &amp; One Book Ends</li><li>• 3/17 PTA Meeting &amp; 1<sup>st</sup> Grade Performance</li><li>• 3/23 – 3/27 Book Fair Tentative</li><li>• 3/26 Art Night</li><li>• 3/24 After School Enrichment Ends</li><li>• 3/27 Dolphin Fun Run</li><li>• 4/21 PTA Meeting &amp; 4<sup>th</sup> Grade Performance</li><li>• 4/23 – 4/24 5<sup>th</sup> Grade Play</li><li>• 4/27 – 5/1 STEAM week</li><li>• 5/1 BoxTops Due</li><li>• 5/1 Spring Carnival</li><li>• 5/8 Spring Carnival Rain Date</li><li>• 5/14 Dolphin Night Out</li><li>• 5/19 PTA Meeting &amp; K Performance</li></ul> |
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|---|---------|
| I. Welcome  | Lumpkin |
| II. Approval of Meeting Minutes from 9/12/19  | Lumpkin |
| III. Updates  | Lumpkin |
| a. Dolphin Fund   |         |
| i. Sarah advised that we ended up at \$12,050, \$3600 in corporate donations, online option went well   |         |
| ii. \$250 brought in at food truck night  |         |
| iii. Goal was reached for the fall – possibility to schedule something fun for students, such as PJ day |         |
| b. Fall Food Truck Night  |         |
| i. Successful event with a good turn out  |         |
| c. Teacher Delivery Night   |         |
| i. Friday Morning will be a thank you breakfast and small gift from PTA                                 |         |
| ii. Usually done every other year – therefore will not be a Teacher Delivery Night next year            |         |
| d. Original Artworks  |         |
| i. Ms. Seidl will be heading  |         |
| e. Dolphin Run changes  |         |
| i. Anticipated for end of March   |         |
| ii. PTA is unable to fundraise during school day  |         |
| iii. Previously budgeted a few thousand dollars   |         |
| 1. With this new information, possibility to push the PJ day to get more funds                          |         |
| 2. Considering the possibility to do Dolphin Run on Saturday  |         |
| iv. Open to suggestions / Something to think about  |         |
| IV. VP Cultural Affairs Update  | Allen   |
| a. Reflections deadline 10/30/19  |         |
| i. VCU donated flash drives for digital entries   |         |
| ii. Reception for parents   |         |
| b. Yearbook order forms online and forms sent home  |         |

- i. As of today, 19 yearbooks ordered
  - c. After school enrichment starts tomorrow
    - i. 65 people signed up – slots still open in Lego Class
- V. VP Ways and Means Update Tipton
  - a. Everything is going smoothly
- VI. VP Membership update Phillips
  - a. A lot of success with gifted membership
  - b. \$53 short of goal of \$1500
  - c. Above where we were last year with membership
  - d. Online membership was open – only 5 people joined online
- VII. VP Room Parent Update Harvey
  - a. Every teacher has at least 1 Room parent
  - b. Silent Auction questions as to having one per grade vs having individual class
    - i. Variety of themes with individual classes
    - ii. List of themes with examples on signup genius helped
    - iii. Board decision to keep it as is
- VIII. Treasurer's report Harvey
  - a. Updated report provided
- IX. Message from the Principal/ Associate Principal Bonner/Ford
  - a. Thank you for field trip subsidies
    - i. K-3 ending up being \$9 discount
    - ii. 4-5 \$16 discount
  - b. Some are not able to use it for the fall trip, but will be using for later date
  - c. Pumpkin patch for Kindergarten ended up being \$4 instead of \$8
  - d. Looking for parent volunteers for copying
    - i. School has 4 copiers
    - ii. Flexible times are available
  - e. Still hiring for cafeteria monitor – only 2 hours a day – welcomes parent volunteers
  - f. A lot of field day feedback
    - i. Talked about keeping color (Example: K was red last year, therefore 1<sup>st</sup> grade will be red this year)
    - ii. Designing a shirt that does not have the year
  - g. Redistricting
    - i. Pass on concerns to contact person indicated on website
    - ii. Be aware that it is still early on
    - iii. Possible that JDES will be affected
    - iv. We currently feed to 3 high schools
    - v. Started at 2 maps and now they are at 4
    - vi. Middle school feed is 100% Quioccasin Middle School
  - h. Audit
    - i. Sizable amount of money in PTA account
    - ii. Per audit must decrease amount in that account
    - iii. Schools money since budgeted many years ago
      - 1. Stencils for reusable with paint supplies (brushes, containers, paint, drop cloth) – currently approx \$5000
      - 2. PTA account should not be more than \$5000 if it is not earmarked for something
    - iv. Nancy Wallace – Innovative Learning Coach (getting students life ready)
      - 1. Henrico Learner Profile – 6C's
      - 2. Website with items that can be donated
      - 3. Ms. Parpart donated a Rigamajig through CarMax (loaner)
        - a. Invented by Cas Holdman
        - b. Empowers students to think in three dimensions and build
        - c. Curriculum tied into STEM

- d. November 8<sup>th</sup> National STEM day
- e. Working in groups / collaboration and problem solving
- f. \$3500 for kit – two would be great to have (possible since there is large amount in budget)
  - i. Could be proposed to general body for approval (bc over \$300)
  - ii. Would be conservative and only request 1

X. Upcoming Events

Lumpkin

- a. Dolphin Day Out
  - i. \$10 per child – donate portion of proceeds to PTA
- b. Regency Mile – 1 mile run around Regency – at least 25 students participate PE gets \$100
  - i. School with the most participation will get \$500 for PE
- c. Veteran’s Day Breakfast – November 12<sup>th</sup> Lou is coordinating
- d. Spirit Wear handout will be coming home soon
- e. 10/27 events that could benefit Jackson Davis – On Facebook
- f. Original Art works

XI. Volunteer Coordinator – email should you have any volunteer needs Shannon Chehouri (schehouri@gmail.com)

XII. Next PTA Executive Board Meeting is November 12, 2019 @ 6pm followed by a General Membership meeting at 6:50 p.m. just prior to the second-grade performance

XIII. 7:06pm- finished meeting