

JACKSON DAVIS ELEMENTARY

PTA Executive Board Meeting Minutes

DATE: Tuesday, 2/16/2023	MEETING CALLED TO ORDER BY: RACHEL KELLEY
TIME: 6:00 PM	MINUTES APPROVED: 12/13/22
LOCATION: JDES CAFETERIA	
<p>Attendance: Present</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Rachel Kelley, President <input checked="" type="checkbox"/> Erin Hollerbach, 1st VP - Cultural Arts, Bingo Night <input type="checkbox"/> VACANT, After School Enrichment <input type="checkbox"/> Kelly Barnes, One School One Book <input type="checkbox"/> Mike Barnes, One School One Book <input type="checkbox"/> Archanna Illa, International Night (Variety Show not at 2022-2023 event), Spring Carnival Coordinator <input type="checkbox"/> Angie Allen, Art Night <input checked="" type="checkbox"/> Nancy Wallace, Faculty Representative, STEAM <input type="checkbox"/> Liz Courts, Reflections, Spring Carnival Coordinator <input checked="" type="checkbox"/> Heidi Samuelson, Reflections, Book Fair <input type="checkbox"/> Carla Davenport, Reflections, Spring Carnival: Tickets <input type="checkbox"/> Jessica Armstrong, Yearbook <input checked="" type="checkbox"/> Katie Kilby, 2nd VP - Ways and Means <input type="checkbox"/> VACANT, Spring Carnival: Communications <input type="checkbox"/> VACANT, Spring Carnival: Tickets <input type="checkbox"/> VACANT, Spring Carnival: Food <input type="checkbox"/> VACANT, Spring Carnival: Vendors <input type="checkbox"/> VACANT, Spring Carnival: Volunteer Management <input checked="" type="checkbox"/> Liz Greving, Silent Auction <input type="checkbox"/> Nara Moore, Dolphin Fund/Fundraising <input type="checkbox"/> Sara Anderson, Original Art <input type="checkbox"/> Julie Dorn, Dolphin Nights Out <input type="checkbox"/> VACANT, Movie Night <input type="checkbox"/> Rick Samuelson, Book Fair <input type="checkbox"/> Katie Merritt, Spirit Wear, Papa Johns <input type="checkbox"/> Erin Poston, Purchases/Donations </div> <div style="width: 48%;"> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Jennifer Montgomery, 3rd VP - Room Parents, Spring Carnival Games <input type="checkbox"/> Emily Doran, Teacher Appreciation, Hospitality <input type="checkbox"/> Jennifer Roberts, Teacher Appreciation, Hospitality, 5th Grade Activities <input checked="" type="checkbox"/> Emily Sinsabaugh, Faculty Representative, 5th Grade Activities <input type="checkbox"/> Jessica Smith, Volunteer Coordinator <input checked="" type="checkbox"/> Kelly Tornichio, 4th VP - Membership <input type="checkbox"/> VACANT, County Council Delegate <input type="checkbox"/> VACANT, FACE Committee <input type="checkbox"/> VACANT, Legislative Affairs <input type="checkbox"/> Robin Lumpkin, Communications <input type="checkbox"/> VACANT, Parliamentarian <input checked="" type="checkbox"/> Erin Nielsen, Treasurer, Bingo Night <input checked="" type="checkbox"/> Kristy Brown, Recording Secretary, Yearbook <input type="checkbox"/> Chris Bonner, Principal <input type="checkbox"/> Amy Ford, Associate Principal <input type="checkbox"/> Elaine Meade, Admin Assistant <input type="checkbox"/> Teresa Castle Hamm, Member-at-Large <input type="checkbox"/> Meredith Nystrom, Member-at-Large </div> </div>	

SAVE THE DATES:

- **February 21 - PTA Meeting and tentative 3rd Grade Performance**
- March 2 - Art Night
- February 27 - March 3 - Book Fair
- **March 21 - PTA Meeting and tentative 1st Grade Performance**
- March 23 - Papa John's Night
- **April 18 - PTA Meeting and tentative 4th Grade Performance**
- April TBD - Field Day
- May 1 – 5 - Teacher Appreciation Week
- May 12 (TBD) - Spring Carnival
- **May 16 - PTA meeting and tentative Kindergarten performance**
- May 19 (TBD) - Spring Carnival Rain date
- June 9 - Last day of school

- I. Call to order Rachel Kelly
- II. Approval of minutes from last meeting (Dec. 13, 2022) Kristy Brown
- III. Treasurer Report Erin Nielsen
 - a. A little over \$26K in bank account
 - b. Amazon Smiles is no longer fundraising opportunity
 - c. Moody Scholarship will be issued
 - d. Not getting as many teacher reimbursements so far- reminder requested
- IV. Principle Report/Staff Report Nancy Wallace
 - a. Thank you for conference snacks
- V. New Business & President Report
 - a. Open Positions this year
 - i. Carnival – Food (maybe held by Julie Dorn w/ DNO)
 - ii. Communications – Kelly and/or Erin will help to get meeting minutes on webpage
 - b. Open Positions next year
 - i. President
 - ii. Treasurer
 - iii. Variety Show
 - iv. Hospitality/Teacher Appreciation
 - v. 5th grade activities
 - vi. County Council Delegate – Vacant all year as meetings occur during PTA meeting
 - vii. FACE Committee – Vacant all year
 - c. Upcoming Events
 - i. Art Night/OSOB Assembly
 - ii. Book Fair
 - iii. Papa John's Night
 - iv. Spring Carnival

VI. Committee Updates

a. Cultural Arts

Erin Hollerbach

i. Art Night/OSOB

1. Books went home today for OSOB
2. Thursday March 2nd with Art stations and spirit wear table
3. Signup Genius

ii. Yearbook

1. Order deadline: March 31
2. Working with Strawbridge to determine number of books sold so far

iii. STEAM

1. Role: Collaborate with teachers to encourage that lessons include 21st century skills, work with all students, Promotes STEAM Lessons
2. Lessons include technology, recycled and reusable materials as well as consumables such as construction paper, pipe cleaners, craft sticks
3. Consider investment to Evo Robots (\$2150.00) and Spheros (\$2999)
4. Possible to use silent auction funds to donate to STGEAM program to bring more awareness about the program – will check with Mrs. Bonner

b. Ways & Means

Katie Kilby

i. Spring Carnival

1. Subcommittee meeting on Sunday
2. Need chairperson for food
 - a. Food truck options: Beignets RVA and Carytown burgers
3. Will have stations for hair color and tattoos and possible nail polish
 - a. More volunteers will be needed
 - b. Will need to increase quantity of supplies needed as it is a popular station in years past

ii. Silent Auction

1. Will start getting donation/ sponsor requests out

iii. Games – Earth day carnival games – possible to have students have their game at the carnival for 4th and 5th grade.

1. Students could take shifts to manage game

iv. Dolphin Nights Out

1. No updates

v. Book Fair

1. Signup will be sent out soon

vi. Spiritwear

1. Table at art night and spring carnival

vii. Papa John's Night

1. March 23rd – Order ahead of time and drive by to pick up
2. Flyers will be coming out soon

c. Room Parents

Jen Montgomery

i. Teacher Appreciation/Hospitality

1. Next event March 16th – Soup day

ii. 5th grade activities

1. Email from Mrs. Bonner stating they are in the process of picking a date
2. Budget money is still available for t-shirts
3. 4th grade parents will serve breakfast to 5th grade parents

VII. Next meeting- March 21st (Bring-A-Friend-prizes for new people!) and 1st grade performance