

November 6, 2015

MINUTES

In Attendance:

Tina Phelan, Co-President	Nicole Wiles, Co-President	Kathryn Hart, Principal
Heather Conder-Johnson, Vice President	Stephanie Wheeler, Vice President	Beth Skudder, Vice President
Tracy Hardy, Treasurer	Elaine Cappiello, Secretary	Keira Schwarz, Member-at-Large
Jessica Maynard, Member-at-Large	Kristin Polisky, Member-at-Large	JoAnne Wood, Member-at-Large

1. Welcome – Nicole called the meeting to order; Kristin 2nd.
2. Review/Approve Meeting Minutes – Nicole distributed the October 9 minutes for review; updates were discussed and approved. Tracy moved to approve pending edits; Beth 2nd.

3. Reports

Principal

- The Wednesday before Thanksgiving will be for 4th grade authors – Mythology units will begin
- The Football game was great, and worked out better on Saturday afternoon than on the Friday night weather cancellation
- Revising the homework policy is ongoing
- Beth noted that not all families have iTunes and that alternate app sources should be included on homework menus.
- No update on the photo policy yet; discussions are ongoing
- Chess is going really well; they started using the smartboard in the library as a teaching tool.
- Coolology – Claudia Esposito is making a donation to the science room in addition to the 5% gift back to the school. This session is either going to be engineering based and/or supplemented by Basher Books topics. Claudia was thinking of donating some Basher Books.
- Pep Rally on Tuesday, November 24.
- Veteran's Day celebration is being held on November 10. Veterans who are members of our school community will be in attendance.
- *The sound system has been fixed.
- The new poster maker is up and running and is a good use of money – it will get lots of usage.

Treasurer

- PTO received a thank you from Jeffrey School for our \$5,000 donation to underwrite field trips
- \$126 was received from Coolology as per our contract agreement
- lots of bills are due
- We netted \$1,000 from the Magic Show fundraiser; ice cream sold out, we sold 19/20 pizzas, and the free popcorn was a big hit. It was agreed that a different type of show should be held next year to keep the idea fresh; perhaps a game show format?
- The idea was floated that we should order pizzas ahead of the Annual Family Party in August, since so many people bring their own pizzas. Each family could place an order ahead of time, we call it in and distribute them at the school.

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- RE: check deposits. Kathryn suggested that we order a stamp from Royal to facilitate the deposit process. Tracy asked that each person responsible for an event bundle the checks in the best way that they need them deposited; please remove any staples before submitting checks.

PRC

- Candidates Forum is done!
- Please return all signage to Beth for storage

4. Administrative

Membership Donation Update

- 42% of Jeffrey students/families have made a donation, putting us \$1,000 ahead of where we were last year to date. Brown School created a targeted solicitation that boosted their participation numbers; Elaine moved to recreate a similar letter; Kristin 2nd.

5. Upcoming Events/Activities

Jeannine & Lyman's Pies – Delivery Date: November 11 & November 12

- All hands on deck as things are being delivered on Wednesday; pies will be delivered at 9:30 on Thursday, with pickup running from 11 am-6 pm. After discussion, Kathryn agreed to send out a targeted email to those families who ordered pies to make sure they don't forget. Tina to provide Kathryn with that list.

Book Fair, November 30 – December 4

- Helper sign up going out today
- Tuesday – food trucks/movie/craft night
 - Tech supply list needed
- Wednesday – Pajama night
- Katie Davis, “Kindergarten Rocks” author
 - Rachel Cash is organizing; work closely with Tracy re: additional sales
- Hospitality: Heather to organize food donations; Jessica to help. Is Chartwells a better price point than Dunkin Donuts coffee? Should we provide other beverages such as Diet Coke? Baked goods need to be delivered before the 7am Teacher preview on Monday morning after Thanksgiving.

Spirit Wear Sale – Book Fair

- We still have some stock on hand
- Have order forms and stock at the Fair
- Delivery guaranteed before the holiday break? (2 week turnaround) If purchased as gifts, arrangements can be made so that the order is not sent home with the child/ren.
- Replace the tie dye shirt with a women's cut shirt; offer more cold weather items

6. Subcommittee Updates/Roundtable Discussion

a) Cultural Arts –

- Nicole created a flyer to solicit volunteers for the Musical Monday program. This was given

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to Stephanie to review.

- Yale Children's Theatre was ok; parents don't know enough about Musical Mondays
- Crazy 8s Math program still needs volunteers with classroom management skills; Megan Reh mentioned that high school kids would love an opportunity to help. Scheduling is an issue to avoid the winter workshops.
- After discussion, Crazy 8s will run on Wednesdays from 3:30 – 4:30 from January 6 – February 24 (8 sessions)
- Winter Workshops will run February 22 – March 28 (5 sessions)

b) School Directory is in process

c) Yearbooks

- Nicole attended a LifeTouch training session.
- Scrapbook-style stickers a possible gift for 4th graders
- Video QR an option we could embed
- If you ordered last year, LifeTouch reached out directly to preorder for this year
- Community image bank allows teachers to upload 5 images directly to the yearbook image pool; settings on the yearbook iPad should be 300 dpi or greater

d) Garden Club

- going well
- Reminder to use the Yearbook camera located in the library for any images

e) Roundtable Discussion

- Kathryn requested feedback on the new school photographer
- There was talk about school supply lists and why we have them
- January Movie Night - date needed for Polson Auditorium. Tina moved that it be a family night with no admission fee; Beth 2nd.

7. New Business

7.1. Fundraising

a) Megan Reh – Grand Apizza fundraiser

- Monday – Thursday coupon distributed by the school via backpack express, email and eNotify would include eat-in/take-out/delivery meals within those days. 15% of sales with the coupon comes back to the school as a donation from Grand Apizza.
- Other restaurants to approach: Brother Mike's? Dumpling Shop? Ashley's ice cream? Jia Mei?
- All in favor!

b) Fun Run – Spring 2017

- Discussion tabled until next meeting

c) Beer & Grilled Cheese????

- Discussion tabled until next meeting

7.2. General PTO Meeting – January

8. Adjournment

- Tina moved to close; Tracy 2nd

JSPTO Executive Board Meeting

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NEXT MEETING: FRIDAY, JANUARY 8 @ 9:15 IN JEFFREY CONFERENCE ROOM