

## Jackson School Parent Teacher Organization

### **General Meeting Minutes**

**Date, Time, and Location:** Tuesday November 7, 2017 at 6:30 pm, Classroom A-1.

**Meeting Called to order** by: Jamie Shaieb at 6:37

**Attendance:** Michelle Miller, Principal

Genevieve Andrews, Teacher

Debbie Meyer, Teacher

Jamie Shaieb, Co-President

Kate Graves-Mercado, Co-President

Becky Nicholas, Co-Vice President

Melanie McGinnis, Parliamentarian

Andrea Pengel, Secretary

Candace Andujar, Treasurer

Melissa Carlile, Financial Secretary

General Members: Charlie Jarrett, Jeff Barbieri, Erin Glancy.

**Welcome: Jamie Shaieb**

- Thank you for coming tonight. Please sign in.

**October 3rd Meeting Minutes:**

- October meeting minutes were emailed to board members a week prior and available at the meeting.
- *Motion:* Becky Nicholas made a motion to approve the October 3rd meeting minutes. Melanie McGinnis seconded the motion. The motion passed unanimously.

**President's Report:** Kate Graves-Mercado

- A successful month of October with Fall Festival, Donuts with Dad, and the Book Fair. The Veteran's Day assembly is coming up on November 9th. Thank you to everyone for your hard work and support.

**Financial Report:** By Candace Andujar

- Please refer to Jackson PTO budget with October Expenses and Income. Majority of expenses are from the Fall Festival. The Fall Festival expenses so far are \$5,344.57. The income from the Fall Festival to date is \$11,358.75. Therefore, the current net income from the Fall Festival is \$6,014.18.

**Principal's Report:** by Michelle Miller

- Survived Halloween and have already chosen next years theme.

- Staff is getting ready for the holidays. Holiday shop is coming in December as well as the Santa Run. Mrs. Miller is playing Santa in the JAG performance.
- We are waiting for the field to be scraped and seeded. Hoping for it to happen before next spring.
- StemScope: Please refer to Mrs. Miller's Stemscope Timeline.

Mrs. Miller wanted to let the PTO know that she fought to get the \$1500 back into her site budget. She has used the \$1500 to purchase the 3D printer for the 4/5th elective classes. It was purchased through the district so the maintenance is covered by the district. She wanted the funds to continue with support in science. She is willing to split the \$1500 with the PTO since we had agreed to split the cost. Majority of members vocalized appreciation for Mrs. Miller's honesty regarding the funds and her willingness to share the reimbursement. They congratulated her for pushing the district for the refund to her site budget. No one vocalized the need for her to split the \$1500 with the PTO. All agreed with her use of the funds.

### **Committee Reports:**

Fall Festival: Andrea Pengel and Melissa Carlile

Three weeks after the event, a wrap up meeting was held. They received good feedback on use of volunteers, organization of the PTO food booth, and inflatables. Praise to Mrs. Miller for her great job in the Silly String arena. It was a hit with the kids. They would like to do another event next year that draws in the teachers such as dance performance, flash mob, or tug-a-war. They are welcome to suggestions and feedback.

Gala: Becky Nicholas

The Gala team is working on procurement. CASA had a fundraising event last weekend with the same theme as this year's Gala. Becky was able to obtain some of their decorations. She made a lot of great contacts and took a lot of notes at the event.

### **New business:**

**Box tops:** Kate Graves-Marcado

- First check was for over \$800. Top two classes will get a shaved ice party except for the the winter party. We have box top coordinators for each room now. Feedback has shown that the kids like the sheets to paste the box tops on. Next collection date is December 11th.

**Holiday Boutique Shop:** Jamie Shaieb

- On November 30th, a holiday boutique will be hosted in the Ruppel Center from 3:00- 8:00. They are having various vendors come to sell their goods. It's a fun event for parents to come shop for friends and family. If you know of anyone who wants to host a booth, we are not asking for a booth fee, but would appreciate a 20% kickback.

**Santa Run:**

- Scheduled for December 11th at 6:00.

**Dining for Dollars:**

- Next Wednesday, October 15th at 36 Handles.

**Next Meeting:** December 5, 2017 at 6:30pm at the Jackson Library.

**Meeting Adjourned at 7:48 pm.**

**Minutes compiled by Andrea Pengel, Recording Secretary**