

## Jackson School Parent Teacher Organization

### **General Meeting Minutes**

**Date, Time, and Location:** Tuesday, March 5, 2019 at 6:30pm at Cascada Restaurant in EDH.

**Meeting Called to order** by: Jamie Shaieb at 6:32 pm.

**Attendance:** Michele Williamson, Principal

Jamie Shaieb, President

Candace Andujar, VP

Kate Graves-Mercado, Secretary

Christina Simpson, Treasurer

Charle Jarrett, Financial Secretary

**General Members:** Genevieve Andrews, Kari Murray, Nicole Robbins, Chandra

Kramer

### **Welcome: Jamie Shaieb**

Jamie Shaieb thanked guests for attending the meeting at Cascada. Requested everyone to sign in.

### **Previous Meeting Minutes (2/5/19):**

- Postpone approving February minutes until next month

***MOTION: Candace Andujar makes a motion to postpone approval of February meeting minutes. Michele Williamson seconded the motion. The motion passed unanimously.***

**Presidents Report:** by Jamie Shaieb

All focus is on the Light up the Night Gala on March 16. Planning is moving along pretty smoothly. The Gala procurement team is working on putting together the final silent auction packages. There are five platinum level sponsors secured for a total of \$5,000.

**Financial Report:** by Christina Simpson

Most of the February expenses have been for the Gala. So far \$6,663.68 has been spent on the Gala and \$8,038.53 in income.

Science Fair went over budget. It spent \$981.14 with a budget of \$800. Jamie and Christina to review Science Fair budget.

Jamie Shaieb is concerned with the non-sufficient fees (NSF) charged by the bank for returned checks. Jamie suggests adding \$100 to the budget to cover these costs. Sometimes the bank doesn't report the NSF weeks after the check has been processed. Christina will speak to bank about reversing charges.

***MOTION: Charle Jarrett makes a motion to approve adding bank fees associated to insufficient fund fee to the budget. Candace Andujar seconded the motion. The motion passed unanimously.***

**Principal's Report:** for Michele Williamson

2nd Trimester is done and reports cards are out. The staff is working on a many plays from individual classrooms.

Mrs. Williamson is confirming with Dan Ogle a Spring Choir. The Jackson Actors Guild (JAG) musical, Dig It, is underway and will be performed on April 10 & 11.

Cake Wars video for the Gala has been filmed and will be ready soon.

The school is working towards Positive Behavior Interventions and Supports (PBIS) initiative and all the students attended a PBIS assembly. PBIS is the 3 year process. Students are learning simple chants to reinforce positive behavior and will receive Jag-y gems as rewards for larger prizes. The current focus is on bathroom behavior and playground behavior will follow. Colorful posters will be placed around campus and in classrooms to remind students to behave positively.

Sierra Outdoor School (SOS) field trip is coming up on March 27-29 for the 4th graders.

Jackson held an author assembly for the 3-5 graders.

All the students are working hard with reading and Ms. Upton has set up a racetrack in the library for students who have read over 10,000 words or more. There are multiple students that have already read over million words and Mrs. Williamson is treating students to lunch at In N' Out Burger for those in the millionair club.

Additionally, students that have the largest jump in Lexile testing scores will join Mrs. Williamson for a pizza lunch or picnic.

SBAC testing is coming up on May 5 for the 3-5 graders and all the teachers are preparing to help them succeed.

### **Committee Reports:**

Community: by Kari Murray

Teacher Appreciation Week is scheduled for April 8-12 and will be sports themed this year. The Save the Date flyers will be going out on Friday, March 8. A sign-up genius link will be emailed out to all room parents to help with making doors, bringing in food, and spoiling our staff. Kari is looking into lunch options for the the Friday, April 12 for a teacher's luncheon. The Coffee cart will be back on Wednesday, April 10.

Muffins for Mom is scheduled for May.

Box Tops: by Jamie Shaieb for Danielle Dalton

Mrs. Glaister class won for the most Box Tops in February. Danielle Dalton will reach out to the Mrs. Glaister to schedule their hot cocoa party.

Gala: by Jamie Shaieb

As mentioned earlier, the Gala is running smoothly so far. There are 275 tickets sold. Our goal is 300.

The pizza lunch auction item will be schedule for a day in May. Jamie is working with Coco to find a date. Jamie recommends adding \$300 to the budget to cover the cost of pizza lunch.

The Fund-A-Need (FAN) for this year is a campus beautification proposal. We are hoping to rejuvenate the front of the school by replacing the blocks around the flagpole, add some seating, replace some of the trees and shrubs and generally clean up the area. We are asking for \$12,000 to fund this project.

***MOTION: Kate Graves-Mercado makes a motion to approve adding \$300 to the Gala budget for the teacher/student lunch to the budget. Candace Andujar seconded the motion. The motion passed unanimously.***

New Business:

Melissa Carlile confirmed the Fall Festival Date for October 11. Recommendation to have the students choose the theme for the Fall Festival this year.

Jamie Shaieb thanked everyone for coming again and adjourned the meeting at 7:21pm.

**Next Meeting:** April 2, 2019 at 6:30pm at the Jackson Library.

**Meeting Adjourned at 7:21 pm.**

**Minutes compiled by Kate Graves-Mercado, Secretary.**