



Jefferson Elementary



an IB World School

Principal: Emma Cobb | IB Coordinator: Christy Haerberlein

Jefferson Elementary PTA Meeting: General Association Board Meeting

Date: April 24, 2024 | 6 pm

Location: MPR

<https://us06web.zoom.us/j/7602164163?pwd=ZnZFb3ZyT3FuQ2owRDJsNDk4b1lzUT09&omn=87618668048>

Meeting ID: 760 216 4163

Passcode: 12345

Attendees: Gracie DelMar, Doug Hawkins, Melissa Glazebrook, Lindsey Gunson, Christy Haerberlein, Emma Cobb, Betsy Burton, Jamie Boggeln, Lauren Crandall, Jessica Heath, Megan Cullen, Kevin DelMar, Rae Merritt, Breanne Heal, Tara Ludwig, Melissa Kirtley, Amy Nastase, Justin Gunson

Call to order - 6:10 - Gracie DelMar Quorum met: yes

1. Election

- a. Election [script](#)
- b. [Ballot](#)
- c. Vote to elect 2024-2025 Executive Board as presented on ballot, approved unanimously
[Final Teller's Report](#)

2. Reading and approval of minutes - Megan Cullen

- a. General Association Meeting on 1/31/2024 Notes posted [here](#).
- b. Lauren motioned to approve minutes from 1/31/24 GA meeting, Betsy seconds, approved unanimously, minutes approved as presented

3. Principal's Report - Emma Cobb (10 minutes)

- a. 5/3 - Coffee with the Principal: Portrait of a Jaguar -
- b. MCF
- c. Garden Summer Hours - 40 hours over summer break to be scheduled under ELOP with Kids Care participation
- d. Survey to parents about communications, safety and pta needs
- e. Lunch on the lawn success, will implement 2x next school year

4. IB Coordinator Report - Christy Haerberlein (10 minutes)

- a. Sending teachers to training this summer.
- b. IB Rally - Last one Friday May 3, 2024

5. Presidential Report: Gracie DelMar (10 minutes)

- a. Events/Programs: [Jefferson 2024/2025 Calendar of Events](#)
 - i. Lindsey motions to approve proposed events as listed, Jamie seconds, discussion on the floor, approved unanimously
- b. Budget Committee - Call for members May 10, 2024 - Emily Kuhnel and Melissa Kirtley Lindsay Gunson
- c. Yearbook Sales - Every Friday morning and online - limited amount remaining
- d. [Roster](#) for 2024/25 Board Positions and Committee Chairs
- e. Retreat Dates - great to kickoff school year ahead of busy first week of school



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6. **Garden Report - Lindsey Gunson**
 - a. Chicken care sign ups for Summer Break
 - b. Garden Work Day before summer
 - c. Garden Harvest Sale at Back to School Night
7. **Treasurer's Report - Lauren Crandall (20 minutes) - view [here](#)**
 - a. Motion to ratify check #s 5693 -5758 - view report [here](#)
 - b. Doug motions, Amy Nastase seconds, approved unanimously
8. **New Business Committee Reports**
 - a. **Budget - Lauren Crandall**
 - i. Q3 Budget Report Update - view report [here](#)
 - ii. Propose the following budget amendments, recommended by the board:
 1. Add line item for Reuben H Fleet assembly - income \$2500/expenses \$2500 (Assemblies and School Events category)
 2. Add line item for Fleet Science Center-Science-to-Go - income \$3000/expenses \$3000 (Assemblies and School Events category)
 3. Increase Jogathon expenses by \$2000 (\$2600 total); add subcategories
 4. Increase Software Fee - MyPTEZ expenses to \$179 (was \$139)
 5. Increase SOS expenses to \$250 (was \$220)
 6. Add line item for ASB - income \$1000/expenses \$1000 (After School Enrichment category)
 7. Move \$265 from Meetings + Conferences to Teacher Appreciation
 8. Increase Federal Withholding expenses to \$1.20
 9. Combine Totem Donation Fee with Totem Fees Expense and increase Totem Fees Expense to \$15.50
 10. Increase Non-unit membership dues and expenses to \$1120 (based on 200 members @5.60/each, currently based on 100 members)
 11. Increase MCF Expenses to include \$500 Food and Bev expenses and \$500 overall expenses to cover additional materials and culinary experience (new total \$3810)
 12. Increase Science Day expenses to include \$100 for overages and volunteer snacks
 - iii. Request Motion to adopt budget amendments as recommended by the board and outlined above, Melissa G motions, Melissa K seconds, approved unanimously



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- iv. Request Motion to release funds for the recently amended categories, not to exceed budget. Lindsey G motions, Betsy seconds, approved unanimously

b. Financial Reviewer - Breanne Heal

1. Report of Findings for Mid-Year Financial Review - No recommendations
2. Lauren motions to approve financial review mid-year report as presented, Melissa G and Breanne seconds, approved unanimously

c. Fundraising - Emily Kuhnel

i. Multicultural Festival

1. Online Auction goes live this Saturday at the latest- Share with family and friends!
2. Some items to highlight - Joshua Tree house, 3 hour Sailing on a yacht, lots camps and classes in the summer.
3. Need help at auction all day, bilingual - QR code assistance
4. Game tickets on sale now, presale save \$1. Buy Online, or dropoff/pickup - Games could earn a Golden Ticket!
5. Now requesting drinks, snacks, sweets, volunteers
6. Adding Culture Hot Spots - kids earn stamps - If they visit all the culture hotspots they get an extra prize
7. Prizes are all mystery packs with golden tickets for larger prizes like squishmallows.
8. New Culinary Experience this year in the Lab - 8 tickets - [Reserve your time here](#)

d. Communications - Melissa Kirtley

- i. New PTA website - please check it out - www.jespta.net

e. Restaurant Night -

- i. June 4th Handel's - flier going out through Parent Square and IG

f. Spirit Wear - Melissa Glazebrook

- i. Spiritwear [charts](#)
- ii. [Store site](#)

g. Parliamentarian - Doug Hawkins

- i. Bylaws Update in progress with state - plan to vote in May



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h. **Historian** - Please log any hours you've supported the school [here](#). Report is due this week for the year through June - add your name if it is missing, document autosaves

9. Upcoming Dates :

- a. April 26 All grades Science Day
- b. May 4 Multicultural Festival
- c. May 10 Budget Meeting
- d. May 13-17 Teacher/Staff Appreciation
- e. May 24 Safety Series - Lifeguard
- f. May 28 PTA Executive Board Meeting
- g. May 29 PTA General Association Meeting

Meeting Adjourned: 7:16 Lauren motions, Doug seconds, approved unanimously