



Jefferson Elementary

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an IB World School

Principal: Emma Cobb | IB Coordinator: Christy Haeberlein

Jefferson Elementary PTA Meeting: General Association Board Meeting

Date: May 29, 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, Emma Cobb, Nicki Rudden, Rob Brown, Rae Merritt, Lindsey Gunson, Lauren Crandall, Angela Horner, Jessica Heath, Melissa Kirtley, Melissa Glazebrook, Ben Kuhnel, Megan Cullen, Amy Nastase, Tony Horner, Betsy Burton, Eileen Peer, Yvonne Chavez, Karen Stencil

Call to order- 6:05 pm - Gracie DelMar Quorum met: yes

1. **Reading and approval of minutes-**
 - a. General Association Meeting on 4/24/2024 Notes posted [here](#).
 - b. Lauren motioned to approve minutes from 4/24/24 GA meeting, Doug seconds, **approved unanimously**, minutes approved as presented.
2. **Principal's Report- Emma Cobb (10 minutes)**
 - a. Kinder and 5th Grade promotion Wednesday
 - b. Site Council- Voted to increase counselor to FT, voted for Mr.Brown to support as IB Coordinator
 - c. District approved another year of MTSS Teacher (Mrs.Rudden)
3. **IB Coordinator Report - Christy Haeberlein (10 minutes)**
 - a. Training coming during Summer
 - b. Align specials with in classroom training
4. **Presidential Report: Gracie DelMar (10 minutes)**
 - a. HUGE THANK YOU!
 - b. [Roster](#) for 2024/25 Board Positions and Committee Chairs
 - c. Retreat Dates - great to kickoff school year ahead of busy first week of school-
5. **Garden Report - Lindsey Gunson**
 - a. Last week of Garden
 - b. Recipes going home to families
 - c. Chicken families assigned for summer
 - d. Awarded Sage Garden Grant for 2024-25
6. **Treasurer's Report- Lauren Crandall (20 minutes) - view [here](#)**
 - a. Motion to ratify check #s 5759-5783 - view report [here](#)
 - b. Lindsey Gunson motions, Doug seconds, **approved unanimously**
 - c. Last call for reimbursements - please submit no later than June 1 with completed form
7. **New Business Committee Reports**
 - a. **Budget - Lauren Crandall**



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- i. Propose the following budget amendments as recommended by the board:
 1. Add income budget line item for Field Trip/Transportation under PTA Classroom grants to include monetary donations for Kinder, 1st, 4th field trips (\$2000)
 2. Add expense budget line item for Field Trip/Transportation under PTA Classroom grants to pay out bus charters, field trip fees, etc. (uses above income and teacher grants) (\$2200)
 3. Increase Outside Service budget by \$105 (fee for 1099 creation for 2023 taxes)
 4. Increase Other Expenses to \$75 - create new line item under Outside Services - Taxes - RRF1 Annual fee, move \$75 here
 5. Increase Yearbook expense budget to \$4200 to cover final balance
 6. Add line item for Pollinator Garden Grant income and expenses (\$1200)
 7. Add line item for Library income/expenses to separate Scholastic Book fair income and payouts - 8k for each
 8. Add income budget line item for Sneaker Donations - \$100
 - a. Request Motion to adopt budget amendments as recommended by the board and outlined above
 - b. Request Motion to release funds for the recently amended categories, not to exceed budget.
 - c. Doug Motion, Betsey Seconds the motion, approved unanimously to adopt the amended categories above. Gracie motions to release the funds, Amy Nastaste seconds the motion, **approved unanimously**
 - ii. Current Budget to Actual report [here](#)
 - iii. Proposed Budget for 2024-2025 (board approved), review [here](#)
 1. Request Motion to adopt proposed budget for 2024-2025 fiscal year-motined by Lindsey, seconded by Doug, **approved unanimously**
 2. Request Motion to release funds for the newly adopted budget for 24-25 school year, not to exceed budget. Doug motions to approve, Melissa Glasbrook seconds, **approved unanimously**
- b. Fundraising- Emily Kuhnel**
- i. MCF Recap



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c. Restaurant Night-

- i. June 5th Handel's - flier going out through Parent Square and IG

d. Spirit Wear - Melissa Glazebrook

- i. [Store site](#)

e. Parliamentarian - Doug Hawkins

- i. [Proposed bylaws](#)

f. Historian- Any summer hours - Log them [here](#).

8. Upcoming Dates:

- a. May 28-June 3 Olympics
- b. June 5 5th Grade Promotion and Handels dine out
- c. June 6 Kinder Promotion Last Day of School
- d. June 25 Final Executive Board Meeting for 2023-2024 School Year

Meeting Adjourned: 7:02 pm Doug motions, Lauren seconds, approved unanimously