



## **Jackson Elementary School PTO Meeting Minutes - March 2024**

Date and Location: March 5, 2024, 6:30 p.m. at Jackson Library

Meeting Called to Order By: Jamie Shaieb at 6:36 p.m.

### Attendees:

President: Jamie Shaieb

Vice President: Hanna Calleri

Treasurer: Shawna Hook

Financial Secretary: Jamie Williams

Room Parent Coordinator: Stacie Roberts

Community Team: Danielle Rios, Adaria Torres

Principal: Michele Williamson

Boxtops Coordinator: Kelly Brenk

### Welcome & President's Report: by Jamie Shaieb

Review of the meeting minutes from January 2024.

MOTION: Shawna Hook makes a motion to approve the February 2024 minutes. Jamie Williams seconds the motion. The motion passes unanimously.

The D5 building has been cleared out and is clean. Many items were donated and others were placed in the storage unit off-site. The storage unit looks nice and clean. We are next going to move items from the shed to the storage unit. The shed will be devoted to just Fall Festival items. Shawna lost the key, unfortunately, but we will get it re-keyed.

5th grade parents and teachers are working on setting up a legacy project for the outgoing 5th graders. The project is moving along nicely.

February was busy and short.

### Financial Report: by Shawna Hook

February fundraising included around \$25,000 from gala ticket sales and almost \$32,000 after adding in sponsorships. Other miscellaneous income included \$25 from Nugget and \$320 from Viscuos dining for dollars.

February expenses were mostly gala related (\$33,000). Gala is currently \$3,000 over budget. This was due to needing to purchase tablecloths, acrylic stands, and clipboards.

The current bank balance is \$133,799.

Principal's Report: by Michele Williamson

JAG performance is coming up. Choir has started and drum club is starting soon. Mrs. Williamson shared information about planters. Rocks were installed and donated by the Eagle Scouts.

Sensory Pathway estimate for phase 2 is \$4,375. Mrs. Williamson has gathered input from the teachers about what they want painted. The library door has been repainted. Discussion about paint guarantee. Decision to wait on making a final vote until after gal. Jamie is going to meet with the painter and see if we can get a price reduction.

The garden greenhouse was damaged in the last storm. A new greenhouse is \$3,400. \$2,000 has been donated already and there is an ask for PTO to give the remaining \$1,400. The new greenhouse will go up in May and we are seeking volunteers to help tear down the old one and put up the new one.

MOTION: Hanna Calleri makes a motion to approve the \$1,400 greenhouse expense. Shawna Hook seconds the motion. The motion passes unanimously.

Committee Reports:

**Room Parent Coordinator:** by Stacie Roberts

Teacher appreciation week email is set to go out to parents. We need more assistance with TAW. Kari Murray has agreed to help out. We are looking for someone who can lead in future years. Hanna suggested putting together information on duties, how much time it takes, what to expect, etc. Jamie is going to host a meeting to gather a large group to help. We still need a theme. The dates are May 6-10.

**Gala:** by Hanna Calleri

Hanna is ready for the gala! Moving everything from the library to the community center at 9:00 a.m. on Saturday. The table cloths will be square and possibly random. Hanna will need help with prosecco bottles and cakes. Jamie is bringing all the chromebooks. Plan is to start loading trucks at Jackson around 8:00 a.m. Lake Forest and Lake View are sending 9 volunteers at 4:30 p.m.

**Science Fair:** by Danille Rios

The science fair will be on March 15. Registration is open. Everything is ready to go. People have provided input that they like family science night and the science fair being separate dates. In the future, we will likely try to keep them separate dates, but back-to-back.

**Dining for Dollars:** by Kelly Brenk

April 10 at Chipotle and May 8 at Relish Burger. Kelly is also working with Crumble Cookies to try and set up a date before the end of the year. The last event at Sky Sushi was successful. Kelly is picking up the check this week. Kelly has agreed to coordinate dining for dollars next year as well. Yay!

**Spiritwear:** by Jamie Shaieb

A new sale will be happening soon. Proposal to move sales online next year.

New Business: by Hanna Calleri

An email will be sent out shortly seeking assistance with TAW. Hopefully we can get people to volunteer to take on specific days, rather than getting one person to head the whole event.

Next Meeting: April 4, 2024, at 6:30 p.m. in the library

Meeting Adjourned: by Jamie Shaieb at 7:57 p.m.

Minutes compiled: by Christina Simpson, Secretary