

JB Watkins PTA General Membership Meeting

November 14, 2017, 6:30pm
JB Watkins Elementary School Cafeteria
501 Coalfield Rd, *Chesterfield, Virginia 23114*

President Leila Ward called the meeting to order at 6:32pm. In attendance were:

Officers:

Leila Ward, President
Carla Hagen, Treasurer
Amy Shutts, VP Committees
Laura Kurichh, VP Ways & Means
Didi Cohen, Secretary

Debbie Weatherford, Principal
Karyn Andersen, Assistant Principal

Committee Chairs & Guests:

Ryan Dey, Shannon Hoyland, Sara Sitkiewicz, Jennifer Salley, Amanda Bracey, Brandi Hidalgo, Tania Etheridge, Chip Lavender, Erin Clippinger, Kim Johnson, Jenny Quarles, Kristen Beazely, Lara Jones, Mr. Lederman, Mrs. Abbott, Nita Menzies-Joseph, Lauren Sos, Tammie Nagy

All other officers and committee chairs were absent.

Quorum Certification

A quorum was established.

Approval of Minutes

The minutes from the October 10, 2017 PTA General Membership Meeting have been posted to the JBW PTA Facebook page and website. Hard copies of the minutes were offered. There were no corrections and the minutes stand as presented.

Treasurer's Report

Carla Hagen

Copies of the report were available at the meeting. The report shows year to date numbers beginning this fiscal year. If anyone has any questions, ask Carla.

Carla has only received about half of the teacher reimbursements to pay the teachers. We're extending the due date. The new due date to turn in teacher reimbursement forms and receipts is December 1st.

The monthly budgets are posted on the PTA website and Facebook page.

Officer Reports

President's Report: Leila Ward

President Leila Ward thanked everyone for coming to the meeting and offered Christmas themed snacks. Leila displayed the thank you cards at the meeting from teachers for classroom supplies. She thanked Rebecca Williams and all the Pumpkin Lighting volunteers who helped make it such a fun night. Over 1,700 people showed up for Pumpkin Lighting. It could not have been the wonderful and safe night without all of our generous volunteers.

Leila also thanked Becky Hoang, Kim Johnson, and Rita Bond for the work they did on the Reflections competition this year.

Vice President - Committees Report: Amy Shutts

PTA members are need to form the Nominating Committee, which will identify candidates to run for PTA Treasurer, Vice President of Ways and Means, and Vice President of Committees. Elections will be held on March 13th, and a slate of candidates will need to be presented to the PTA at the February 13th PTA meeting. Rebecca Williams agreed to be in charge of the nominating committee this year. We are so grateful to her for stepping up. It's very important to our

organization. Nominating Committee position is an easy short term commitment and only lasts for about a month or two. It's a great way to learn about each of the board positions.

Vice President - Ways and Means Report: Laura Kurichh

Laura Kurichh announced that Direct Donation fundraiser raised a total of \$9,685. The PTA is giving a check to administration to purchase four Promethean Boards (smart boards) for selected classrooms. Principal Weatherford is getting the county to measure the teacher's rooms in order to install the boards. A picture was taken of Laura presenting the check to Principal Weatherford. So far, the fundraising money has paid for Reading A-Z licenses, four CPR certifications and we are continuing to provide teacher reimbursements for classroom supplies.

Vice President - Programs Report: Auburn Stovall

Auburn Stovall was not present but Leila Ward reported the following upcoming author visits and special programs:

Nov 20 —is the grade 3-5 Theater IV Apollo.

Nov. 30 —Steven Smith is the Author visit for 3rd-5th graders. It's about Jamestown.

April 9 K-2 Theater IV Ugly Duckling.

April 24 K-2 Story Lady Ali Pfaltz will visit and read.

Committee Reports

Box Tops: Katie Berkman/ Erin Clippinger

Erin Clippinger reported that our last collection on October 20 collected 5900 Box Tops which means we will receive \$590. Our next collection is Dec 8. A check will be issued in December for our collection in May 2017, September 2017, and October 2017. Also, our earnings from the App will be included. This check should be for \$2,917 and we should get that check before the Christmas break.

Chesterfield County Council: Kimberly Johnson

Kimberly Johnson reported the following Chesterfield County Council PTA upcoming dates of importance:

-Tuesday November 28th, 7-9pm— Diversity and Inclusion Forum at the Career & Technical Center. 13900 Hull Street Road. Fulghum Conference Center.

-December 4th- 8th - Inclusive Schools Week

-Sunday January 28th- Virginia PTA's Annual Business Meeting and PTA Day Training

-Monday January 29th - PTA Day at the General Assembly

Contact advocacy@vapta.org

Chess Club: Lauren Sos/ Angie Scranton

We've had two chess club meetings since the last PTA meeting. We have 141 kids on the email list. Sixty-six students attended the first meeting and sixty-one attended this last Friday. Nine volunteers were there. It was great to see all the grandparents show up! The kids seem to be having a good time. We have beginner tables for students who are just learning. Parents have been doing a great job teaching and getting the kids comfortable with the game. The muffins are a big hit, too. The children behaved very well.

Angie and Lauren would like to make T shirts for chess club. Chess club is trying to get pre-orders. The price of the shirts will depend on the number of people who pre-order. We would like to keep the prices around \$20. We have to close the order form next Tuesday. Lauren and Angie will possibly buy what is ordered and absorb the loss of the higher price because they would like to keep the prices low.

We will put some links to buy the shirts on the Facebook page and website.

Internet Safety

There were no updates from the Internet Safety committee.

Pumpkin Lighting Recap: Rebecca Williams

Rebecca Williams was not here but sent her Pumpkin Lighting recap report to Amy Shutts: Thank you so much to everyone who helped to make Pumpkin Lighting a great night for so many families. I am lucky to have such an awesome group of people helping me...this event truly takes a village!!! Over 1,700 children and adults attended that night and we were able to net about \$900 in profit. Thanks again!!

Reflections Recap: Rita Bond/ Kimberly Johnson

J.B. Watkins had 7 1st place entries.

We had a total of 41 entries from our school and 37 participants. The Chesterfield County Reflections Awards Ceremony & Reception will be Saturday February 10, 2018 from 2-4pm. The snow date for this event will be Saturday February 17th. National winners will be announced on March 1st. The 2018-2019 theme is "Heroes Around Me." Students are welcome to offer future Reflection theme ideas. The Theme Idea submissions for 2019-2020 are due November 24th.

Spirit Nights: Heather Fritz

Heather Fritz was not here but Amy Shutts announced that we'll be selling bands for Skyzone the second week back to school. We have it rented out for January 24th from 6-8pm. January 11th is 3rd-5th grade Chick-Fil-A Night. Chick-Fil-A nights are 5pm-8pm, so we can get an extra 30 minutes of chicken, playtime and wheel spinning. We set the record for the year in sales for our Chick-Fil-A night last month. Thanks for all your support and getting the word out!

Spirit Wear: Auburn Stovall/Kristen Beazley

We are sold out of adult sweat shirts but still have adult and kid t-shirts, and kid sweatshirts available. We won't be out selling at any public events until Spring Fling but all available items are still for sale online.

Sweetheart Dance: Mandy Bracey

We are doing a Father/Daughter dance instead of the Wiggle to offset the large population. It will be Friday February 9th. Of course, uncles, stepdads, granddads and guardians are welcome. There will be a "Mother/Son" event later in the year. There will not be baskets auctioned off this year. There may be a silent auction or raffle for items that local companies may wish to donate. More details to come.

Green Team: Sarah Simmons/Whitney Revell

Seven recycle bins were delivered and used at the Pumpkin Lighting. All (as far as we could tell) of the silly string canisters were recycled!

We've been working with Mr. O to streamline and coordinate classroom recycling. We will be rolling out the weekly recycling schedule to teachers next week. We will begin working on lunchroom recycling once classroom recycling has been introduced and questions have been addressed, but no later than the start of the second term.

Staff Appreciation: Kat Kelly/ Divya Raman

Kat Kelly and Divya were not here but Amy Shutts reported from Divya: Luncheon is tomorrow the 15th. We would like to give a shout out to Wegman's who generously donated \$300 worth of food. The entire staff of 115 is invited to the luncheon. We would like to thank all the K, 1st and 2nd grade parents who sent in more than enough money to cover the luncheon. Menu was posted on our Facebook page.

W.H.O. : Kristen Beazley/ Erin Bradenburg

W.H.O. (Watkins Helpers Organization) give back. Kristen Beazley is super excited. We made 280 placemats for the Giving Heart. We gave a ton of toiletries and someone generously donated 150 small sample size bath washes.

December 4th we are helping with RVA Comfort Cases. This program provides backpacks filled with special items to help them feel comfortable and cared for when they enter a new foster home. This can be a scary time for kids and sometimes they are taken out of their homes with only a small trash bag filled with personal belongings. The RVA Comfort Cases provide some personal belongings in backpacks with blankets, more clothes, toiletries, toys and sometimes special personal items. Target generously donated 280 backpacks! We would like to fill all of those. Our focus is to find pjs in all sizes to fill these backpacks. Please donate. There will be a bin in the lobby of the school where you can drop off PJs. All sizes needed. Kohls does a program where if 5 of their employees volunteer Kohls will give the program \$500! If you know anyone willing to help from Kohls, that would be fantastic!

WEP (Watkins Enrichment Programs)

Shannon Hoyland and Kimberly Do stepped up to head the WEP program this Spring. Shannon met with Judy and Kat (the former WEP committee chairs) and is grateful for the pages of notes on how to run the program smoothly. Shannon contacted vendors and all are happy to participate. There will be about 13 classes available. Shannon is researching what the vendors offer and she will choose the best programs to do.

Dates are set for Feb 7- March 14th. Wednesdays 4pm.

Website Coordinator: Karen Carps

Karen Carps has been graciously donating her service and expertise to keep our PTA website running smoothly. She is such a gift to us. Please remember to submit items you would like posted on the PTA website at least 2 days in advance (for news items and events). For something like a form or sales (i.e. tickets or spirit wear) or something where the chairperson will need responses, money, etc. please send those to Karen at least a week in advance because the process for those are much more involved. Thank you so much!

Talent Show: Jenny Quarles / Gina Lee

Watkins Walk of Fame is the theme and there will be stars to decorate to give to each kid who participates. Try outs/sign up night is to see that students actually have a talent to share and can do it without getting terrible stage fright. We're thinking of also displaying visual artwork around the cafeteria as well to offer a chance to highlight those talents.

Need adult volunteers Tuesday December 5th 4:30-6:30 to help with sign ups, gathering student and parent contact info for program, and for keeping the process running smoothly. Will also need volunteers the night of the Talent Show.

Turkey Trot: Rachael Goodrich/ Kristen Beazley/ Laura Kurichh

Laura reported the Turkey Trot date will be this Sunday Nov 19. One mile fun run will begin at 2:30pm on the track. There's a map of the course on the Watkins Facebook page. Path will also be marked. Medals and t-shirts have been ordered. Signup to volunteer to keep the people on the path. 5K immediately following the 1 mile Fun Run. Look for the sign up genius to come. We're also looking to middle school volunteers to just stand and point people in the right direction to stay on the 5k path. Volunteers can talk to friends as long as they just stand there and keep runners moving in the right direction.

Yearbooks: Divya Raman/ Sara Armstrong

700 yearbooks have sold already so we are ahead of previous years' sales by this time of year. Sales close January 31. You can purchase yearbooks on the JBWPTA.com website.

Representative Reports

Principal's Report: Debbie Weatherford

Ms. Weatherford thanked everyone in the PTA for their support. She wanted to let everyone know that a family stopped her and said thanks so much for the monitors and TVs that made the veterans program easier to watch. Ms. Weatherford is happy to put PTA committee announcements on the Sunday phone calls that go out to all Watkins families. Please give her the info you'd like included in her phone message by Friday afternoons.

Campus security- Ms. Weatherford is in process of putting fencing in the back boarder of the campus. Folks from the county have come and taken measurements already. Ms. Weatherford will keep us updated as this project progresses. She verifies how important it is to define the school property. The fencing purchase order has been submitted. The plan is to fence the area by the woods near the water tower behind the track and all the way to the parking lot near the gym.

A security keypad for the 5th grade trailer is in process too.

A question was raised: will the security code be changed every few months? Ms. Weatherford said the code needs to stay the same for now to avoid confusion and potential lockouts.

Chesterfield County representatives were here at the meeting to talk about the noise level in the Miner's Diner. Nita Menzies-Joseph said good news is that we are working on solution. The noise levels do not meet OSHA requirements but we're still doing something to fix it. The fire marshal said the panels that were donated did not meet the safety requirements. So they are

looking into finding proper new panels to meet the fire marshal's requirements. The county representatives are meeting with the fire marshal on Friday to get a better understanding of the fire code. New panels should reduce the noise by 20%. We are the pilot for the county for these cafeteria trailers which is why this process is taking longer than we all hoped. The company the county is currently looking at for panels is based in Richmond.

Teacher Representative Report:

Teachers are very grateful for the reimbursements, luncheon, and ongoing support. The teachers love the support. Thank you also to April Young and Kristin Beazley for shampooing the teacher carpets.

New Business

From Heather Fritz - "I was wondering if we could start incentivizing volunteers for our big events. I thought the Pumpkin Lighting looked great but I know there were many volunteers that didn't show and others that worked a double shift. Could we set aside \$20 for each "big" events where we can then hold a raffle and the volunteer drawn wins a \$20 gift card? They would have to have shown up at the event. Teens are eligible. I figured the Pumpkin Lighting, Talent Show, Wiggle, and Spring Carnival were all bigger events for manpower? It may be a way to help us get more volunteers over the course of the year for \$100 or less."

Another volunteer incentive idea offered from the floor is to possibly offer a "Volunteer of the Month" parking spot .

Sarah Sitkiewicz - Lunch Buddies ——Please sign up for the lunch buddies. Second shifts are the hardest to fill so please volunteer for just one hour whenever you can. Sarah thanked Ms. Weatherford for including the Lunch Buddies sign up needs in her Sunday phone and email messages. We would love to have more people sign up.

Volunteer sign ups should be under the committees tab on the JBWPTA website and to include the signup genius link on the Sunday phone call. Thank you to the teachers who send the links to their student's parents.

Announcements

- **December 4** — WHO Meeting
- **December 5** — Talent Show Sign Ups 4:30-6:30pm
- **December 6** — Fall Pictures MAKE UP DAY
- **December 8** — Chess Club 8:05am
- **December 18** — **January 1** - Winter Break

- **January 9** — PTA Meeting 6:30pm
- **January 11** — Chick-Fil-A Night (3rd-5th grade) 5:30-8:00pm
- **January 12** — Chess Club 8:05am
- **January 15** — Martin Luther King, Jr. Day - School Holiday
- **January 19** — Talent Show 6:30pm
- **January 24** — Sky Zone Spirit Night
- **January 26** — Talent Show SNOW DATE 6:30pm
- **January 31** — Yearbook Sales End

Adjournment

With no further business the meeting was motioned to adjourn by Amy Shutts and seconded by Carla Hagen. Meeting was adjourned at 7:23pm.

Authentication of the Minutes

Respectfully submitted to the Board for approval this November 17, 2017 by Didi Cohen.