

**J.B. Watkins Elementary PTA
General Membership Meeting Minutes
Sept 30, 2025 - 6:30pm**

Brittany called the meeting to order at 6:36pm.
In attendance were:

Officers:

Brittany Heare, President
Diana Perazzo, VP Ways and Means
Nadira Asghar, Treasurer
Kira Koon, Interim Secretary

Debbie McGonigle, Principal
Brenda Myers, Assistant Principal

Committee Chairs and Guests:

Erin Rich, Laura Hunt, Jessica VonBechmann, Amanda Rice, Katie Ludgate, Laura McKenna, Holly Keatts, Missy Hill, Ebie Cullen, Loren Squares, Erin Homan, Elle Williams, Gabriela Gagnon, Jen Salley, Lynne Owen, Kathy Burnette, Beth Hines, Aleksandar Vucetic, Kori Matteson, Rachel Robinson, Arielle Greene, Cireia Chambers, Tess Clark, Marisa Boyles, Aubrey Flynn, Kaitlynn Burke, Amber Rhodes, Tammie Nagy, Stacey Ashikis, Michelle Roberts, Jason Roberts, Will Cullie, Kelly Cullie, Arianne Hayes, Megan Ragusa, Elizabeth Danowski, Elizabeth Bond, Michaux Hughey, Kalie Owen, Tora Goodwyn, Casey Jones, Lauren Becraft, Diane Best, Alethia Black, Celia Martin, Lindy Moraca, Becky Cope, Samantha Flatley, Nathalie Faupel, Pamela Rohman, Tiffany Wright, Michael Goodwyn

Quorum Certification

A quorum was established.

Approval of Minutes

See secretary report.

Officer Reports

Presidents's Welcome: Brittany Heare

Brittany welcomed everyone to the first meeting of the year and introduced the Board.

Treasurer's Report: Nadira Asghar

- Adopt Audit from 2024-2025
 - Nadira presented the audit completed over the summer and reviewed by the financial review committee. A motion was made to adopt the financial review as presented and was seconded. A vote was taken and the motion carried.
- Adopt Budget for 2025-2025 – Nadira
 - Nadira presented the budget. Nadira and Brittany explained the big changes related to:
 - House expenses
 - Includes the shirts, breakfasts
 - Scholarship
 - Teacher professional development - \$3k amount for each year grade level to attend a conference
 - Staff appreciation
 - Brittany explained how Nadira reconciles the monthly Treasurer Reports
 - A motion was made to adopt the budget as presented and was seconded. A vote was taken and the motion carried.
- Treasurer's Report: July/August + Recent Spends – Nadira
 - Nadira passed around Treasurer's Reports and explained expenses for teacher reimbursements, teacher appreciation, prep for Fall Fest, refrigerator, and House

shirts

VP of Ways and Means Report – Diana Perazzo

- Diana provided updates on recent and upcoming Spirit Nights:
 - Richmond Kicker's night 8/23 - raised \$568
 - Chick-fil-a Spirit Night 9/24 – raised \$877.58
 - Skate-a-way – 11/20
 - Chuck E. Cheese – 12/10
 - PTA will receive donation equal to 20% of purchases
 - Teachers and staff get a free small pizza or salad and drink
 - Teachers and staff get a turn in the ticket blaster
- Diana provided an update on enrichment opportunities we are working on to include Bricks 4 Kids. This will be a 4 week before school program to begin 2/25/26
- Diana provided an APEX update
 - Fundraiser kick off was on 9/29 and Fun Run will be held 10/9. She directed to the volunteer sign up sheet in the Miner's Message.
 - Goal is to raise \$85K. As of 9/29, have raised over \$4k
 - Diana and Brittany explained the payment structure of Apex. The more money we raise the less we need to pay Apex. We took a break from Apex in 24-25 school year with the Coalminer Donation Challenge due to having a surplus but made the decision last year to bring Apex back in this year to help raise more money and bring in the leadership engagement component.

Secretary's Report - Brittany Heare

The minutes from the April 15, 2025 PTA Meeting were previously emailed to the Board for approval. There were no corrections and the minutes stand as presented.

Committee Reports

Fall Fest Update & Pumpkin Lighting – Brittany Heare

Brittany provided an over for the Fall Festival which will take place on the bus loop on Nov 1st, 3-5pm. Will include Jonathon the Juggler, photo booth, games. \$15 family tickets are available for purchase now and advance purchase is recommended.

Staff Appreciation – Sopahna Kwok (not present)

Brittany presented for Sopahna. Staff appreciation celebrations so far included back to school breakfast and snack table and a fall treat day. There will be a new staff appreciation week this fall called Team Chesterfield Week

Reflections – Michelle Roberts

Michelle presented the Reflections art contest for this year. Entry rates have been lower over the past few years from JBW so is encouraging greater participation. Entries in all categories are due 11/21. Art teachers will allow students to work in art class. Art Factory will be providing prizes.

Playground Improvements – Arielle Greene

- Sensory path
 - Arielle reviewed the sensory path that was completed over the summer by many volunteers including teachers, Girl Scouts, and PTA members.
- ECSE playground
 - Arielle presented the work underway for the ECSE playground replacement. Chesterfield County deemed current ECSE unsafe. Mark Miller approved \$10k from County for replacement but is talking to the County about what can be funded. Arielle hoping to have an update for next meeting. Goal is to

have ADA compliant structures in both in ECSE and existing playground.

- Pickleball court
 - A contractor has been selected to paint a pickleball court right outside the gym. Hoping work to commence soon.
- Outside white board
 - Arielle reminded all teachers that the white board outside the library is available to use with 378 as the combo lock key.

Birthday Rock – Emma Swann

Brittany presented for Emma. Luck Stone will donate rock to put outside for parent rental and decorating for celebrations (i.e. student birthdays).

House Committee/Breakfasts – Amber Rhodes

The first breakfast will occur on 10/7 for House Topaz. Amber and Brittany explained they are looking to get breakfasts sponsored. Sponsors secured through January. Amber stated the House Committee will be meeting about other initiatives/wishes after the first breakfast.

Room Parents / pumpkins – Amber Rhodes

Amber stated the Room Parent Meeting was held before PTA meeting where they discussed plans for the pumpkin lighting and room parent ideas for the year.

Yearbook – Missy Hill

Missy stated that 148 yearbooks have been sold this year. Price increases on 11/16 and the date to lock in yearbook sales is 1/16. Missy emphasized the importance of the 1/16 yearbook sale deadline and asked all in attendance to spread the word. Mrs. McGonigle reinforced this, stated much communication has and will go out and that the school administration and PTA cannot change these deadlines.

WatchDOGS – Michael Goodwyn

Michael explained he is leading the WatchDOGS with Mr. Chilcote. The goal of the WatchDOGS is to increase father presence in school and spread positivity. He thanked the PTA and Candela's for sponsoring the pizza at the kick-off meeting where they had a great turnout. The WatchDOGS will be manning the bounce houses at the Fall Festival.

Chess Club – Aleks Vucetic

Aleks provided an update on Chess Club. This year, 185 students signed up and they saw the largest attendance ever at first meeting in September. They are looking for older students (generally 3rd-5th graders) to help younger students learn. Students are enthusiastic about a tournament to be held later in the school year.

Representative Reports

Principal Report – Debbie McGonigle

Mrs. McGonigle welcomed all in attendance, thanked PTA for support at the beginning of this school year. She emphasized the work she is doing on the playground enhancements especially for ECSE and will have an update at next meeting.

Teacher Report

- Diane Best, ESL teacher, thanked PTA for everything done this year, and asked for support of International Night again this year. Looking for a PTA member to assist with planning.
 - Brittany responded that we have an International Night Committee in formation and are looking for a volunteer leader.
- Mrs. Burnette, KG teacher, thanked all parents for all the volunteers so far this year for things like Lunch Buddy, bus loop, etc.

New Business / Announcements

- Secretary Board Position Vote
 - Announcement of nomination of Kira Koon for Secretary was presented. A quorum was present of 58 and a voice vote of yea or nay was conducted. Brittany asked for any additional nominations and none were received. A vote was entered of 58 yea, 0 nay.
 - Brittany thanked local business sponsors – thank you C&F (sensory path volunteer time), Watkins Nurseries (House shirts), Thurston & Heare Insurance (House shirts), Retex (teacher snacks and House breakfast), Sugar Shack (teacher breakfast), Candela's (WatchDog), Luck Stone (birthday rock), RPDO (House breakfast)

Adjournment

With no further business, the PTA meeting was adjourned at 7:30 pm.

Authentication of the Minutes

Respectfully submitted to the Board for approval this October 6, 2025 by Kira Koon.