

JPC Meeting Notes

Thursday, September 14, 2023

6:00-8:00 pm, Jefferson School and via Zoom

Attendees: Brice Burton, Sara Eldridge (Chair), Julie Feldman, Leann Murphy, Laura Sankey Keip (Treasurer), Rachel Carroll Rivas (Co-Chair)

Note: Action Items are in RED

1) Principal's Report

(a) Academics

- Benchmark testing started last week: iReady and Acadience for reading should be wrapped up by next week .
- Grade levels are forming WIN time; should be in full swing by early October.
- Note: JPC has not done testing incentives for these Fall tests because they are shorter and less intensive.

(b) Communication

- Brice talked with Karen Ogden about Jefferson's Facebook page. She is working on getting Jefferson on the District account—hope to be ready by first quarter.
- How can JPC post to this FB page? TBD, but likely scenario is we draft a post and submit for approval.

(c) Other

- Additional Monday afternoon recess that we have not done before (formerly only after lunch on Mondays). New District-wide policy. Not over until 2:25 pm for 3-5 grades, so parents may be confused when they arrive to pick up kids and they are still outside. Brice sent an update to families in last SMORE.
- Bringing back school-wide assemblies, which we have not had since before COVID. The first will be Adopt-a-Species. Looking for other opportunities for further assemblies—hope to do these once per month. Discussed inviting Native American Drum group. **Julie will follow up.**
- PAX: District-wide program; working with Carly Cheeta (sp?), the Montana representative, for professional development and improving implementation at Jefferson. She does school walk-throughs and talks with students, rated Jefferson as a top PAX school. Will use PAX slips to give out when students display PAX behavior; kids can add slips to grade-level jars in Brice's office; Brice will draw name on Fridays to give token for the book vending machine; carbon copies to send home.
- Champions of Behavior through Carroll College: partner to promote good character in students; the first award given out last week; a student is chosen to win 2 tickets to Carroll College football game; 4 more games left this year. Opt-in, not all schools participate.

2) Budget/Financial Report

- Laura Sankey Keip voted in as Treasurer (vacancy left during officer elections last May).
- All on budget starting this school year. Made profit from the Gala last year; expect current school year to go as well as last year.
- Goal is to fund activities for next school year; may need to purchase a QuickBooks online program to transfer and store electronic documents.
- Need for an audit to transition to new treasurer (from Leann to Laura). **Laura and Leann will set up meeting time/location and Sara will observe as 3rd person.**
- Need to update bank account signatures—previous officers still signers. **Add Laura and Rachel, remove previous officers.**

3) Updates

a) Officer Vacancies

- Secretary and Volunteer Coordinator positions still vacant
- Sara filling in as Secretary.
- Rachel will fill in as Volunteer Coordinator
- **Rachel to contact person who may be interested in Sec. position.**

b) 2023-2024 Activities Calendar

- Discussed timing of Cash Drive and Read-a-Thon in terms of previous successes. **Decided to move Read-a-Thon to Spring and Brice got approval from Mrs. Sielbach on Sept. 15. Need to decide date: In conjunction with February Book Fair or just before Spring Break?**
- **Meghan Wirth will coordinate Spring Read-a-Thon.**
- **Sara to update calendar and send back out.**

c) Carnival Classic Recap

- Successful event, but low volunteer turnout for Jefferson Hair Spray booth. Discussed options to communicate with families and increase/promote volunteer participation. Also, link to Signup Genius was too long.
- **Sara to turn in invoice for purchase of hair spray.**
- **Sara to return supplies to Jefferson next week.**

d) Teacher stipends

- Brice suggested keeping the stipend and also funding teacher requests as needed, no need for a teacher survey. Brenda has the request forms available in the front office. Discussed where these requests fall within the budget.

4) Upcoming/planning

a) Fall Gear Swap

- Decided on **Thursday, Sept. 28, 6-8 pm.**

- Format: Donation box placed between east-side security doors on **Monday, Sept. 18**. Sara will retrieve donations; during event, volunteers (3-4) will sort items on tables in cafeteria and facilitate “shopping.” No tickets or donations will be required to take an item.

b) Maker-space Literacy Night, Sept 21

- Voted to give Susan Sielbach her \$200 stipend to prepare for this and other Literacy Night events.

c) SECGC and Fall Cash Drive kickoff

- Rachel will draft letter for Fall Cash Drive with verbiage about the number and timing of JPC fundraisers.

d) Walk to School Day, Oct 4

e) Custodial Worker Day, Oct 9

- Molly Scanlin is daytime, and Spencer Randall is nighttime.
- Rachel to do cards and drop off.

f) Original Works

- Sara to coordinate Original Works—get out ASAP for holiday purchases.

g) Halloween Carnival, Oct 28

- Sara to schedule meeting to discuss details in late Sept.

5) Other

- Need to start planning Fall P-T Conference meals. Rachel to prepare SignUp Genius.
- Will do potluck, as teachers prefer this.

Next Meeting, October 12, 6:00pm