

## **Jefferson Parent Council Meeting Notes**

Thursday, Sept 12, 2019

5:30 pm, Jefferson School, Rm 9

Attendees: Lona Carter, Sara Eldridge, Leann Murphy, Kim Patterson, Meghan Trainor, Jamey Petersen, Lynn Maciver, Julie Feldman, Rachel Carroll Rivas,

### **1. Review of vision, mission, guiding principles for JPC**

- Kim read aloud the vision, mission, guiding principles

### **2. Budget: Leann, Kim, and Lona**

- The primary budget and Spring Art Gala budget were considered separately. Discussion was primarily the primary budget.
- Language program: Lona has prepared a proposal. The proposed cost is \$3K for the in-school French and Spanish program for 2019/20. This includes 80 hours of in-class instruction (40 x 2), as well as materials and preparation. The program will be for ALL GRADE LEVELS. JPC has agreed to pay for half of the program (\$1,500) now, and will consider further payments, depending on the success of fundraising activities during this school year.
  - Discussed requesting business sponsorship—like the Tech Run structure—to cover the remaining expenses. We should have sponsorship levels as with the Tech Run.
  - We can start raising sponsorship money right away, but given the timing, businesses may have more funds in their budget available after the first of the year
  - We could use the language program to initiate the Community Partnership Program, which is an effort to involve the Helena community more in Helena Public Schools: <https://helenaschools.org/community-involvement/>
  - Discussed other ideas for businesses to contact and the inclusion of a “cultural night” activity to show off the success of the program (i.e. kids using their new language skills).
  - Motion was carried and passed unanimously to include \$1,500 in current budget and seek out corporate sponsorship for the other \$1,500 (up to \$3,000).
- Teacher Stipends: This is the fastest/easiest way to get money directly to teachers, which seems to be what parents/guardians want most from JPC fundraising. There are 12 teachers plus specialists to provide for. We will give each teacher a check for \$100 at the start of the school year, and (new this year) we will also give \$100 to Resource, Music, and Library. Other staff will be given a letter inviting them to request JPC funds. This will decrease the budget for stipends from \$1,800 to \$1,500.
- The final 2019/20 JPC budget was approved unanimously.

- Budget requests: Scholastic News Subscriptions (all grades except 1<sup>st</sup> and 3<sup>rd</sup>), 3<sup>rd</sup> grade planners, Literacy Night (budget increase of \$50—to \$250), flower bulbs for community garden. Scholastic News will come out of grade-level grants.

### **3. Fundraising**

- Cash Drive: Kim has drafted a letter to show how money has been spent and the plan for future spending, including the language program. Discussed having as many donations as possible be electronic and/or through the website. There should also be a link on the newsletter. We should continue to send home a document with kids as done in previous years.
  - Discussed when to start and duration. Should we start in October or hold off until November?
- Original Works: This needs to start soon so that the pieces are ready for this holiday season.
- Gala: This is the 15<sup>th</sup> Anniversary. So, Lona is working on a new structure for the event with performances occurring throughout the school year. More information coming soon!

### **4. Ambassador Program**

- Kim reviewed the program; Meghan has drafted a long and short version of the interview questions
- Grade-level ambassadors
  - Kindergarten: Meghan
  - 1<sup>st</sup> grade: Kim
  - 2<sup>nd</sup> grade: Sara
  - 3<sup>rd</sup> grade: Leann
  - 4<sup>th</sup> grade: Lynn
  - 5<sup>th</sup> grade: Jamey
- Meghan has already talked with the Kindergarten teachers, and she will bring her notes to the next meeting.
- First interviews should be done by the end of September. Bring notes and be prepared to discuss how these meetings went.

### **5. Communication Update**

- Website <https://jeffersonjpc.org>: Sara presented statistics on website visits, clicks, and referrers for August and up to Sept 12. Most visits are direct (no referrers), but some are finding it through Facebook and Google. There were 245 total views in August, 44 views so far in September.
- The first e-Newsletter went out on August 30. 41 were sent, 25 were opened (61% unique opens).

- Social media may be a good means for communicating with families and with the community, overall. JPC currently has Facebook and Twitter accounts. Facebook could be another means to generate donations.

## **6. Volunteers**

- We still need a Volunteer Coordinator and volunteers for the community garden and other duties.
- Need to create and post volunteer job descriptions
- Leann will continue to help with Signup Genius for upcoming parent-teacher conference meals, yearbooks, etc.

## **7. Community Building**

- Reviewed the HEF Carnival Classic. Thanks to everyone who participated. We raised \$253.
- Do we want to do yearbooks again? Some discussion, no decision made.

## **8. Parent Advisory Council (PAC) Report**

- Notes sent from Laura Pfister:
  1. 50's bash – Tyler will request input from the principals to see what the schools do to avoid issues/drama in the classroom. It is not an issue in all schools...just some, so perhaps some best practices could be shared on how to nip it in the bud. The discussion focused on the fact that even though it isn't a school-sponsored activity, kids do discuss it in classrooms/school time, and can impact some kids or be disruptive during the school day. So setting appropriate expectations from the top down (i.e., the principal) early in the school year (since kids get asked out in the fall for a spring event) about how the school expects kids to behave/consider this event is important...avoiding it won't make it go away. The 50's bash leader (Kendra) has also been asked to improve/expand upon the introduction to the dance to reinforce the idea that it is a meet/greet your future peers type of party...not a prom/date, etc.
  2. Strategic Planning. He discussed district-wide high-level strategic goals (6 of them) and discussed that over the summer, he and administrators identified short term tasks/targets to work on (1 year to 2 years out) so the district can start showing progress and have something more concrete to tie to or build off of in the future. Topics ranges on emotional health/wellness in schools, to finance and infrastructure (especially in light of HHS enrollment and the new schools) to making learning relevant, meaningful, etc. Pretty high level still but I can provide / scan the handout and email it out if folks are interested.
  3. PAX – Smith provided an update on their work on that program last year....good to know Jefferson is employing that as well.

## **9. Principal's Report**

- Construction on Montana/Highland intersection will start soon. There is a public meeting scheduled for Sept. 18 to discuss alternatives to street crossing. Lona will send information to Jefferson families when the City sends it to her.
- Day of "Awesomeness" kicked off Sept. 12, and the kids are super excited. The playground events will be October 3.
- One classroom has a Redcat Access Classroom audio system: teachers talk into a microphone, and kids can hear him/her clearly across the whole classroom. On Sept 17, someone is scheduled to visit the other classrooms to provide an estimate for getting this or similar audio systems in every class. The expense may be covered by the Day of "Awesomeness" fundraiser.
- We will be getting safety/security updates next summer, but Lona is unsure what this will look like.

## **10. Other Topics Discussed**

- Classroom contact directories? We can no longer have a school-wide directory. There may be classroom-specific lists made but will need to have information volunteered by parents/guardians.