

## Jefferson Parent Council Meeting Notes

Thursday, Jan 23, 2020, 6:30pm

Officer Meeting

Attendees: Sara Eldridge, Leann Murphy, Kim Patterson, Meghan Wirth, Jason Danielson

### 1. Changes to meetings and meeting format

- Meeting notes should have a list of action items at the end; agendas should start with review of action items from previous meeting
- February Literacy Night was cancelled; let's hold a regular JPC meeting instead on Feb 13
- Leann will not be here for March meeting
- JPC will have a table at Dr. Seuss Night (March 5, 6pm-7pm) and Kindergarten orientation (April 22, 3:45pm) to sign up folks for JPC eNewsletter
- Scheduled a budgeting meeting for **MAY 14**; will include discussion of fundraising goals for next year

### 2. Gala

- Should JPC provide food again? Yogurt parfaits were successful last year
- Should we have a Gala committee again? Let's just work with Lona directly—how can JPC help her?

### 3. Fundraising

- How will we continue to fund the foreign language program?
- Should we fund winter coats for kids without?
- Gala funding?
- How/when to roll out the Cash Drive next year to improve outcome? Suggest launch at start of next school year; be more creative in promoting it, including use of teacher testimonials
- Replace Chef's Night Out with Community Nights, at local breweries, Gulch Distillers, Windbag Saloon?
- We need to send an email to all parents in the Jefferson phone directory. Get them to sign up for the eNewsletter, invite them to JPC meetings, fundraising updates, etc. Meghan to create a draft, and each ambassador will send to parents in corresponding grades. *Watch out for duplicates!*

### 4. Teacher stipends

- How to deal with unspent funds? Roll over?
- All teachers need to be getting the JPC newsletter

- Set a deadline for teachers to submit a proposal for spending their remaining grant money. **MAY 1**

## 5. Other

- Combine Teacher and Para appreciation
- Sami Conrad is doing Box Tops for student council

## 6. Action Items:

- **Kim:** Send a template “thank you” letter to Leann; talk to Lona about Gala funding
- **Leann:** Draft a “thank you” letter to Cash Drive (and other event) donors; also used for taxes
- **Sara:** Add a list of action items to future meeting notes, bring iPads to Dr. Seuss Night and Kindergarten orientation; draft a proposal to introduce computer science (coding) enrichment program at Jefferson
- **Meghan:** Draft a template email to parents for ambassadors to send to parents
- **Jason:**
- **All:** Coordinate getting Cash Drive “thank you” letters out to donors