

Junction PTC Board May Meeting Minutes

05 May 2021 / 6:00pm - 6:37 / ZOOM Video Conference Call

Attendees

Greta Lawson, Renee Smedley, Katie Sauvageau, Kerri Moore, Jen Worth, Sara Gergis, Nicole Galvin, Diala Jawhary, Leah Hagans, Corrinne Clay, Yolanda Radford & Julia Mochrie

Guests

Sarah Gorman - incoming Jaguar Jam Chair, Maria Solis - incoming Luau Chair

Absentees

Michelle Barber, Tara Daftary, Erika Janowiak, Julie Hagans & Melissa Oviedo

Board Transitions

1. Thank you to current Board members for their time and help this year!
2. Welcome to new Board members Sarah Gorman (Jaguar Jam Chair), Elizabeth Gallegos (Popcorn Friday Chair), and Maria Solis (Luau Chair)
3. Transitions
 - a. Outgoing board members - please clean up PTC email folder before June 30 when emails will be reset
 - b. Kerri is contact for email help and will email login information to new Board members and Board members changing roles
 - i. Corrinne - secretary@junctionptc.com
 - Tara - artdocent@junctionptc.com
 - Sarah - jaguarjamchair@junctionptc.com
 - Maria - luauchair@junctionptc.com
 - Elizabeth - popcornfridaychair@junctionptc.com
4. Current Open Board Positions: Carnival Chair, Field Day Chair, Hands Free Fundraising Chair, Parents Night Out Chair, Sons Night Out Chair
 - a. Waiting on additional information from District regarding parent volunteers and on campus events next year

Treasury Report/End of Year Wrap-Up

Money Minder - \$42,055.26

Wells Fargo - \$41,111.81

Uncleared Withdrawals - \$943.45

1. Tax paperwork has been submitted and club 2019 filings should be processed before May 17th
2. 2nd Box Tops check received - \$44.50
3. End of PTC fiscal year: 06/30/21. Any unspent funds will rollover to fund next year's PTC budget.
 - a. Reminder emails sent to teachers and grade level leadership regarding unused funds for the school year
 - b. Update on spending plans from Jaguar Jam profits

- i. Playground refurbishment - starting with kindergarten and will be getting quote
- ii. Outdoor seating - looking at 2 options; cost will be approx. \$1,000 each
- iii. Scholastic Classroom Magazines for 21/22 School Year - Greta will work with Gail to get ordered once classes have been determined

April Review

- 1. Junction Family Pizza Night (04/16)
 - a. 88 kits sold and received good feedback from families
 - b. Although kits did not come packaged as previously discussed, we were able to still make it a success!
 - c. Will look at possibly doing this again in the future, but want to revisit process with Campellis for packaging
- 2. Sami Circuit Family Night (04/14)
 - a. Greta will reach out to grade level leadership for feedback on Sami Circuit program for budget planning for next year

May Planning

- 1. Teacher/Staff Appreciation Week (05/03-05/07)
 - a. Using Amazon wish list and Signup genius have been great. Lots of Junction families donated to help make this week a successful week-long event for Junction staff.
 - b. Daily Treats below + "VIP" staff fridge stocked with juice, water, yogurt, hard boiled eggs, etc.
 - Monday – Bagels/doughnuts and breakfast buffet
 - Tuesday – Snack bar
 - Wednesday – Candy bar
 - Thursday – Ice cream treats in freezer
 - Friday – lunch from Roundhouse Deli
 - c. Decorations
 - i. Staff lounge decorated in VIP fashion
 - ii. Before they were stars collage with staff kindergarten pictures - staff has really loved this
 - iii. Classroom door posters made for every teacher on campus and virtual!
 - d. Teacher gifts - Tshirts and tote bags + Daily Gifts:
 - You are a mark above the rest (expo markers)
 - Netflix and Grade (microwave popcorn, candy and red pen)
 - Thanks for making me sharp (Scissors)
 - You are hands down the best teacher (hand lotion)
 - Thanks for going the extra mile (extra gum)
 - e. We have 30 amazon gift cards that were donated by Junction families also. We will give these to teachers at the end of the year.
 - f. Lunch for two teachers on quarantine - Beaman and Prestedge
 - i. Yolanda will reach out to them for their preference as to having lunch delivered on Friday (when the rest of staff will have lunch) or an e gift card

- ii. Will also put together a snack/treat basket for each of them and they will also be receiving each of the daily gifts.
- 2. Kona Ice/Festersen Park
 - a. May 13th from 3-5:30pm; we will promote social distancing, wearing masks and grab and go event
- 3. Scholastic Book Fair: (May 17-21st)
 - a. Students will come into the library in groups of 10 during their regularly scheduled library time, except kindergarten classes who will be invited to shop online
 - b. Suggesting students only bring \$20 max for purchases
 - i. eWallet is still available but major change in process has occurred. Previously any unused funds would be sent back to the parents account at the end of the book fair.
 - ii. Now, any eWallet money not spent at the fair will not be transferred back to the account. Instead the remaining balance can either be put on a Scholastic gift card to use online later or donated to the school through the All for Books campaign.
- 4. End of the year class parties:
 - a. Jen will email room parents next week a reminder to reach out to teachers for assistance in planning and thank you for room posters
- 5. Last Day of School Planning
 - a. Luxe Lawn Cards booked for the last day of school lawn letters "Have a Good Summer!". Will set up the night before and take down at 4pm Thursday
 - b. Balloon Towers from AmyK Balloons are scheduled to be set up by the marquee prior to students arriving.
- 6. End of Year Staff Breakfast (05/28) - Would like to something for the teachers on their workday

Miscellaneous

- 1. Marquee birthday messages
 - a. Last day they can run is May 27th; front office manages the marquee and they will be closed for the summer
 - b. Item will be removed from the PTC website for the summer and put back up when school resumes in the Fall
- 2. July planning meeting for upcoming school year - Greta will send out invite in June

Thank You For Your Help This Year!