

Jefferson Middle School PTA

Final Report

School Year: 2013-2014

Committee/Activity: School Pictures

Chairperson: Anastasia Mustian

Job Description: Coordinate student and faculty pictures

What we did/ accomplished: We helped the photographer with collecting and organizing picture forms and keeping the students in order for pictures.

Photographer was Wayne Bratten from Wayne's World. 412-480-4207. waynebratten@yahoo.com

When the job started: As soon as school begins I confirmed the date scheduled per school district calendar with the office. I also confirmed with Wayne.

Closer to date I confirmed with school as to where the school pictures will be held, inside or outside and location, and I confirmed with Wayne as well.

When the job finished: The job ended on picture day.

Monies used/needed /Profit: none

Suggestions for next year: no changes needed

Other comments (committees, number of people needed, etc.): Wayne's World is very organized and Wayne usually has one assistant with him. Only one additional parent volunteer was needed along with his assistant. Since picture day is an entire school day, you may want to schedule one parent to help in the morning and one parent to help in the afternoon to split up the day. The school will provide a schedule to Wayne about which class will be arriving at a specific time.

Miscellaneous Notes:

Signed: *Anastasia Mustian* **Date:** February 15, 2014 **E-mail:** soulaa@verizon.net