

Jefferson Middle School PTA

Final Report

School Year: 2013–2014

Committee/Activity: Writing Lab

Chairperson: Jessica Dewit

Job Description: Coordinate volunteers to help in the writing lab

What we did/ accomplished: We conferenced with students and gave feedback based on specific items the teacher wanted them to focus on and revise.

When the job started: October 2013–May 2014

When the job finished: May 2014

Monies used/needed /Profit: \$0

Suggestions for next year: Recruit as many volunteers as possible

Other comments (committees, number of people needed, etc.):

Miscellaneous Notes: Remember to thank your team of volunteers. This year I had about 25 adults.

Signed: *Jessica Dewit* **Date:** 5/30/2014. **E-mail:** jjdewit@verizon.net